

# FINDLAY CITY COUNCIL AGENDA

**REGULAR SESSION**

**MAY 7, 2019**

**COUNCIL CHAMBERS**

## **ROLL CALL of 2018-2019 Councilmembers**

### **ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:**

- Acceptance or changes to the April 16, 2019 Public Hearing to rezone Technology Drive via Ordinance No. 2019-019.
- Acceptance or changes to the April 16, 2019 Regular Session City Council meeting minutes.

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

**PROCLAMATIONS:** - none.

**RECOGNITION/RETIREMENT RESOLUTIONS:** - none.

**PETITIONS:** - none.

**ORAL COMMUNICATIONS:** - none.

**WRITTEN COMMUNICATIONS:** - none.

### **REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:**

#### **Mayor Muryn - 1<sup>st</sup> qtr 2019 Key Performance Indicators (KPIs)**

The first quarter Key Performance Indicators or "KPIs" have been compiled. These are the performance measurements we monitor for each department on a continuous basis. (The KPI document, "Findlay Performs," can also be found on the City website: <https://www.findlayohio.com/government/transparency-performance>).

#### Highlights:

- KPIs have been added for these departments in 2019: Zoning, Income Tax and Computer Services
- Fire – days of optimal manpower is showing improvement into the first quarter
- Recreation – Capacity utilization at the CUBE is good and participants in the City's skating programs have stayed steady or increased slightly
- Water – unaccounted for water is an issue that continues to be worked on

#### **Zoning/Floodplain Administrator Todd Richard – resignation**

#### **City Income Tax Monthly Collection Report – April 2019.**

#### **Service Director Thomas – annual bids and contracts**

Each year, the City formally bids a number of chemicals, materials, and services. The contracts for these items run for a calendar year with option(s) to renew the contracts in one-year increments. In July, a review and evaluation of the current contracts and contracted vendors will be conducted. For those contracts that will not be renewed, the City will advertise and receive bids in October. Items that are normally bid each year include several chemicals used by the Water Treatment Plant and Water Pollution Center, uniforms, services, and supplies. Legislation authorizing the Safety Director and the Service Director to contract these items is requested. Ordinance No. 2019-032 was created.

#### **Service Director Thomas – Capital Improvement Appropriation for April**

A transfer of the April Capital Improvement allocation to various departments so that they may order more equipment is requested. The manufacturer only made a certain number of 2019 police cruisers and the inventory has already been sold. The additional cost for a 2020 police cruiser is \$1,220 above what was in the 2019 Capital Plan. Legislation to appropriate and transfer funds for the following capital expenditures is requested. Ordinance No. 2019-034 was created.

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 565,100.00	
TO:	Police #21012000-other		\$ 240,600.00
TO:	Rec Functions #21044400-other		\$ 85,000.00
TO:	Cemetery #21046000-other		\$ 30,000.00
TO:	Traffic Signals #22043200-other		\$ 209,500.00
FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 50,000.00	
TO:	2019 CUBE Parking Lot Repairs #31993700		\$ 10,000.00
TO:	2019 Traffic Signals Upgrades #32890600		\$ 40,000.00

#### **City Planning Commission agenda – May 9 2019; minutes – April 11, 2019.**

#### **Law Director Rasmussen – sale of City-owned parking lot**

Included in tonight's packet is Ordinance No. 2019-031 which is for the sale of a City-owned parking lot. Accompanied with that Ordinance is a proposed Development Agreement between the City of Findlay, the Blanchard Valley Port Authority, and 500 Block West, LLC. Please be advised that there are some changes that need to be made to the agreement including the City receiving a 99 year lease for 26-parking spaces, and perhaps some other very minor rewrites. Ordinance No. 2019-031 was created.

## **COMMITTEE REPORTS:**

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 22, 2019 to discuss the sale of City-owned property (parcel number 600001008730) for the development of apartments, retail space, offices and a parking garage.

## **LEGISLATION:**

### **RESOLUTIONS:**

**ORDINANCE NO. 014-2019** (*Todd Richard retirement*) **requires one (1) reading** **first reading**  
A RESOLUTION COMMENDING TODD RICHARD FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

**RESOLUTION NO. 015-2019** (*no PO*) **requires one (1) reading** **first reading**  
A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

### **ORDINANCES:**

**ORDINANCE NO. 2019-025** (*Capital Improvement appropriation for March 2019*) **requires three (3) readings** **third reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2019-026** (*S Blanchard St waterline replacement*) **requires three (3) readings** **third reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2019-028** (*City Prosecutor's Office 2019 telephone bills*) **requires three (3) readings** **second reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2019-029** (*731 W Sandusky St rezone*) **requires three (3) readings** **second reading**  
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 731 WEST SANDUSKY STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R3 SINGLE FAMILY HIGH DENSITY" TO "R4 DUPLEX/TRIPLEX RESIDENTIAL".

**ORDINANCE NO. 2019-030** (*Capital Improvement appropriation*) **requires three (3) readings** **second reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY

**ORDINANCE NO. 2019-031** (*sale of City-owned parking lot*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A REAL ESTATE PURCHASE AGREEMENT WITH THE BLANCHARD VALLEY PORT AUTHORITY, AS WELL AS, THE 500 BLOCK WEST, LLC, FOR THE SALE OF A CITY-OWNED PARKING LOT LOCATED AT IMMEDIATELY WEST OF 524 SOUTH MAIN STREET, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2019-032** (*annual bids & contracts*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2020, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2019-033** (*changes to zoning code*) **requires three (3) readings** **first reading**  
AN ORDINANCE REPLACING SECTION 521.01(u), 521.04(b) and 521.07(a) AND ADDING NEW SECTION 521.10 OF CHAPTER 521 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.

**ORDINANCE NO. 2019-034** (*Capital Improvement appropriation (April 2019)*) **requires three (3) readings** **first reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

## **UNFINISHED BUSINESS:**

OLD BUSINESS

NEW BUSINESS

Executive Session to discuss Airport projects at the end of tonight's meeting.

# Office of the Mayor

## Christina M. Muryn

318 Dorney Plaza, Room 310  
Findlay, OH 45840  
Telephone: 419-424-7137 • Fax: 419-424-7245  
[www.findlayohio.com](http://www.findlayohio.com)

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

Brian A. Thomas, P.E., P.S.  
Service Director

April 29, 2019

Honorable City Council  
City of Findlay, Ohio

Dear Honorable Council Members:

The first quarter Key Performance Indicators or “KPIs” have been compiled. These are the performance measurements we monitor for each department on a continuous basis. (The KPI document, “Findlay Performs,” can also be found on the City website: <https://www.findlayohio.com/government/transparency-performance> )

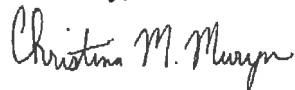
A few highlights of the first quarter are:

- KPIs have been added for these departments in 2019: Zoning, Income Tax and Computer Services
- Fire - days of optimal manpower is showing improvement into the first quarter
- Recreation – Capacity utilization at the Cube is good and participants in our skating programs have stayed steady or increased slightly
- Water - unaccounted for water is an issue we continue to work on

These KPIs are a critical tool we use to measure our service delivery and operational effectiveness. They allow us to see our progress towards goals we set for continuous improvement.

If you have ideas on other valuable KPI's that you would like to have considered, please do not hesitate to email them to me or set up a time to discuss.

Sincerely,



Christina M. Muryn  
Mayor

# Findlay Performs



Findlay Performs connects the performance of City departments to the City's Strategic Plan. Our Journey framework is a map for the City's overall direction and lays out our Vital Few Objectives.

Key Performance Indicators, or KPIs, are a critical tool in the City's ability to: demonstrate progress on its goals; provide leadership with the information to make data-driven decisions as it allocates resources; and share the information necessary to tell the organization's story. This performance data will provide service delivery and operational effectiveness measurements and will serve as a report card to demonstrate the City's pledge to hold our service delivery to a high standard.

Included in this report are 46 performance indicators that were identified by City departments as "key" or "most important" in determining success or improvement of city services. Depending on the nature of the data, these measures are reviewed either monthly, quarterly or annually by department staff and City administration leadership.

As of March 31, 2019 (unless otherwise noted)

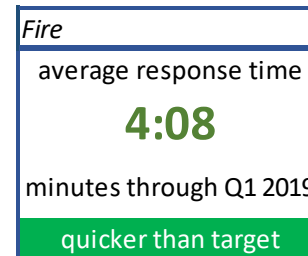
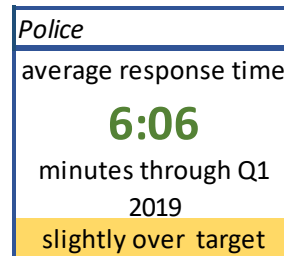
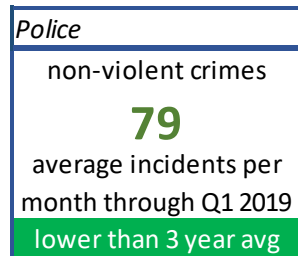
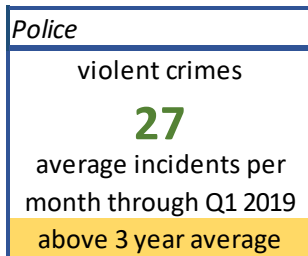
# Contents (click a link below)

- [KPI Dashboard – Overview](#)
- [2019 Journey – Strategic Plan Overview](#)
- KPIs by Department:
  - [Enterprise – City](#)
  - [Police](#)
  - [Fire](#)
  - [Public Works](#)
  - [Parks & Recreation](#)
  - [Zoning & NEAT](#)
  - [Water](#)
  - [Sewer](#)
  - [Airport](#)
  - [Engineering](#)
  - [Income Tax](#)
  - [Computer Services](#)

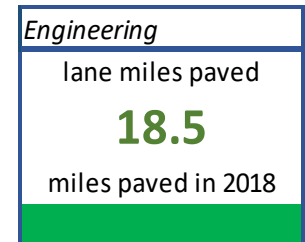
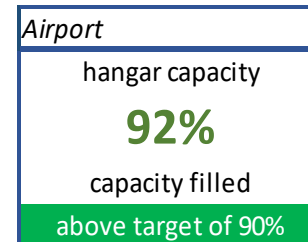
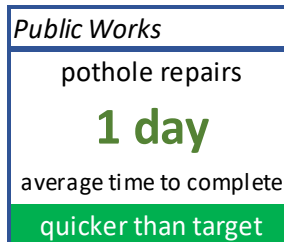
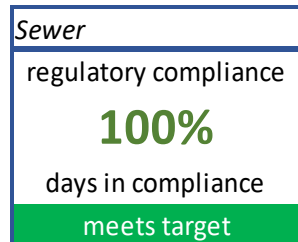
# KPI Dashboard (click on a KPI for more detail)

See more KPIs at each department section

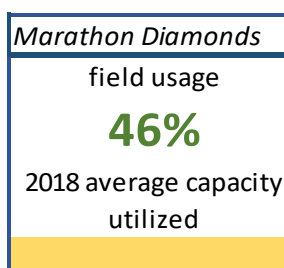
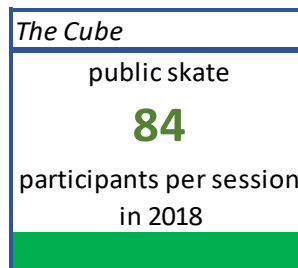
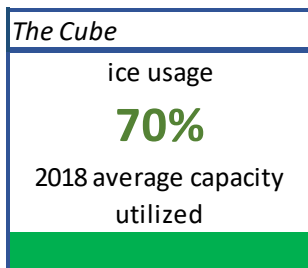
## SAFETY



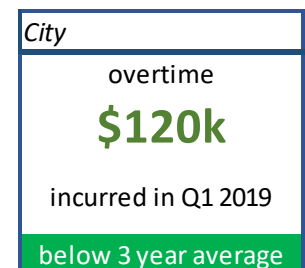
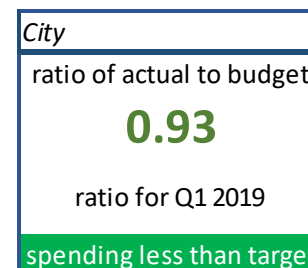
## SERVICES



## PARKS & RECREATION



## FINANCIAL



# 2019 Journey



## MISSION

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

## VALUES

ACCOUNTABILITY

TRUST

PROFESSIONALISM

COMMITMENT

EXCELLENCE

DEDICATION

SAFETY

DIVERSITY

## 2023 Vision

BE:

- A great place to Live, Learn, Work, and Play
- Vibrant world class community
- Best in class in economic development
- An employer of choice

DO:

- Promote successful flood mitigation
- Preserve financial stability and leverage opportunities
- Lead local government innovation
- Maintain excellent infrastructure
- Maximize our resources

HAVE:

- Inclusive and welcoming community
- Strong innovative partnerships
- Collaborative pillars of citizens, business and education
- Open, effective community engagement
- Valued community/customer satisfaction

## Vital Few Objectives

## Measures

## 2019 Target

## 2019 Initiatives

### Financial Vision

VFO— Manage Revenue	Actual/Forecast ratio (Monthly)	1.00	
VFO— Manage Expenses	Actual/Budget ratio (Monthly)	1.00	
VFO— Manage Reserves	Actual/Policy Minimum Ratio	1.00	

### Customer/Stakeholder

VFO—Achieve Excellent Community Satisfaction	Quality of Life Survey Score (Biennially)	3.0	Init 36—Improve/ Update Zoning Init 38—Improve Airport Facilities
VFO— Continue Strong, Innovative Partnerships	Partner Engagement Index Score	1.00	Init 39—Champion Community Initiatives Init 40—Increase US Census Participation

### Operations & Service

VFO—Achieve Public Service Excellence	Performance Standards by Department (KPIs)	Various	Init 33—Improve Technology and Communication Init 37—Assess Water & Sewer Lines
VFO—Enhance Infrastructure Including Equipment	Capital Expenditure as a % General Revenue	20%	Init 42—Improve Public Safety Init 43 Improve and Optimize City Infrastructure

### People Investment

VFO—Improve Employee Satisfaction	Annual Survey Score	3.5	Init 34—Implement Safety Training Program
VFO—Promote an Accident Free Workplace	10% Reduction of 5-Year Avg. of reportable/ recordable incidents	14	Init 35—Improve Employee Satisfaction
VFO—Promote an Accident Free Workforce	10% Reduction of 5-Year Avg. of Lost Days	125	Init 41—Assess, Train and Optimize Workforce
VFO—Support Wellness Program			

Dept.	ENTERPRISE																																								
KPI Measure	Actual vs. Budget – YTD Ratios																																								
Rationale/ Definition	We monitor the rate of spending as a ratio to the budget to try to stay below budget. The year-to-date (YTD) actual spend is compared to the pro-rated budget, based on a uniform spend assumption.																																								
Frequency	Quarterly (YTD amounts at end of each quarter)																																								
Data Source	Financial summary data																																								
Graph	<table border="1"> <caption>1st Quarter 2019 Actual Spending vs. Budget</caption> <thead> <tr> <th>Department</th> <th>Spending Level</th> <th>Unspent Budget</th> <th>Total Ratio</th> </tr> </thead> <tbody> <tr> <td>Police</td> <td>0.75</td> <td>0.25</td> <td>1.00</td> </tr> <tr> <td>Fire</td> <td>0.80</td> <td>0.20</td> <td>1.00</td> </tr> <tr> <td>Recreation</td> <td>0.67</td> <td>0.33</td> <td>1.00</td> </tr> <tr> <td>Engineering</td> <td>0.68</td> <td>0.32</td> <td>1.00</td> </tr> <tr> <td>Streets</td> <td>0.83</td> <td>0.17</td> <td>1.00</td> </tr> <tr> <td>Airport</td> <td>1.20</td> <td>0.00</td> <td>1.20</td> </tr> <tr> <td>Water</td> <td>0.55</td> <td>0.45</td> <td>1.00</td> </tr> <tr> <td>WPC</td> <td>0.58</td> <td>0.42</td> <td>1.00</td> </tr> <tr> <td>Total General Fund</td> <td>0.93</td> <td>0.07</td> <td>1.00</td> </tr> </tbody> </table>	Department	Spending Level	Unspent Budget	Total Ratio	Police	0.75	0.25	1.00	Fire	0.80	0.20	1.00	Recreation	0.67	0.33	1.00	Engineering	0.68	0.32	1.00	Streets	0.83	0.17	1.00	Airport	1.20	0.00	1.20	Water	0.55	0.45	1.00	WPC	0.58	0.42	1.00	Total General Fund	0.93	0.07	1.00
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Other/ comments	<p>Our target spending is a .95 level. This provides us with flexibility to allocate additional funds to capital improvements and/or increase cash reserves.</p> <p>The increased spending for the Airport in the first quarter is due to the timing of an outlay for a new fuel truck.</p>																																								



Dept.	ENTERPRISE	ENTERPRISE																																				
KPI Measure	Safety: # of Reportable Incidents	Safety: # of Lost Days (due to injury)																																				
Rationale/ Definition	Tracking the number of incidents each year allows us to examine trends and take steps to reduce injuries and accidents in the workplace.	The days lost due shows the cost and productivity that is lost due to injuries and accidents in the workplace.																																				
Frequency	Quarterly	Quarterly																																				
Data Source	Bureau of Workers Compensation data	Bureau of Workers Compensation data																																				
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Other/ comments	The target is a 10% reduction from the 5 year average; not to exceed the previous year's target incidents.	The target is a 10% reduction from the 5 year average; not to exceed the previous year's target incidents. In 2016 and 2017, the majority of the lost days are attributed to 1-2 incidents.																																				

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KPI Measure	Overtime																																																																																				
Rationale/ Definition	We monitor overtime costs by comparing to a 5-year quarterly average.																																																																																				
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Data Source	Overtime summary																																																																																				
Graph	<p>Overtime costs - City-wide</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Qtr</th> <th>Actual</th> <th>5 yr avg</th> </tr> </thead> <tbody> <tr><td>2015</td><td>Qtr 1</td><td>\$135,000</td><td>\$135,000</td></tr> <tr><td>2015</td><td>Qtr 2</td><td>\$115,000</td><td>\$115,000</td></tr> <tr><td>2015</td><td>Qtr 3</td><td>\$125,000</td><td>\$145,000</td></tr> <tr><td>2015</td><td>Qtr 4</td><td>\$130,000</td><td>\$130,000</td></tr> <tr><td>2016</td><td>Qtr 1</td><td>\$135,000</td><td>\$135,000</td></tr> <tr><td>2016</td><td>Qtr 2</td><td>\$110,000</td><td>\$115,000</td></tr> <tr><td>2016</td><td>Qtr 3</td><td>\$145,000</td><td>\$145,000</td></tr> <tr><td>2016</td><td>Qtr 4</td><td>\$130,000</td><td>\$130,000</td></tr> <tr><td>2017</td><td>Qtr 1</td><td>\$85,000</td><td>\$135,000</td></tr> <tr><td>2017</td><td>Qtr 2</td><td>\$120,000</td><td>\$115,000</td></tr> <tr><td>2017</td><td>Qtr 3</td><td>\$205,000</td><td>\$145,000</td></tr> <tr><td>2017</td><td>Qtr 4</td><td>\$140,000</td><td>\$130,000</td></tr> <tr><td>2018</td><td>Qtr 1</td><td>\$125,000</td><td>\$135,000</td></tr> <tr><td>2018</td><td>Qtr 2</td><td>\$120,000</td><td>\$115,000</td></tr> <tr><td>2018</td><td>Qtr 3</td><td>\$120,000</td><td>\$145,000</td></tr> <tr><td>2018</td><td>Qtr 4</td><td>\$145,000</td><td>\$130,000</td></tr> <tr><td>2019</td><td>Qtr 1</td><td>\$120,000</td><td>\$135,000</td></tr> <tr><td>2019</td><td>Qtr 2</td><td></td><td>\$115,000</td></tr> <tr><td>2019</td><td>Qtr 3</td><td></td><td>\$145,000</td></tr> <tr><td>2019</td><td>Qtr 4</td><td></td><td>\$130,000</td></tr> </tbody> </table>	Year	Qtr	Actual	5 yr avg	2015	Qtr 1	\$135,000	\$135,000	2015	Qtr 2	\$115,000	\$115,000	2015	Qtr 3	\$125,000	\$145,000	2015	Qtr 4	\$130,000	\$130,000	2016	Qtr 1	\$135,000	\$135,000	2016	Qtr 2	\$110,000	\$115,000	2016	Qtr 3	\$145,000	\$145,000	2016	Qtr 4	\$130,000	\$130,000	2017	Qtr 1	\$85,000	\$135,000	2017	Qtr 2	\$120,000	\$115,000	2017	Qtr 3	\$205,000	\$145,000	2017	Qtr 4	\$140,000	\$130,000	2018	Qtr 1	\$125,000	\$135,000	2018	Qtr 2	\$120,000	\$115,000	2018	Qtr 3	\$120,000	\$145,000	2018	Qtr 4	\$145,000	\$130,000	2019	Qtr 1	\$120,000	\$135,000	2019	Qtr 2		\$115,000	2019	Qtr 3		\$145,000	2019	Qtr 4		\$130,000
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2019	Qtr 4		\$130,000																																																																																		
Other/ comments	Our target for comparison is a 5-year average. Higher levels of overtime are generally caused by weather related events (e.g. flooding, snow, etc.)																																																																																				

<b>Dept.</b>	<b>ENTERPRISE</b>																																																															
KPI Measure	Employee Sick Time Usage																																																															
Rationale/ Definition	We monitor sick time usage in order to curb any possible abuse. It is compared to a 3-year average.																																																															
Frequency	Biannually																																																															
Data Source	Sick time usage data																																																															
Graph	<p>The chart displays the average hours of sick leave used per employee for various departments from 2014 to 2018, along with a 3-year average for main city departments. The Y-axis represents 'Avg hours per employee' from 0.0 to 160.0. The X-axis lists departments with their current employee counts. The Fire department shows the highest usage, significantly exceeding the 3-year average.</p> <table border="1"> <thead> <tr> <th>Department/Current # Employees</th> <th>2014</th> <th>2015</th> <th>2016</th> <th>2017</th> <th>2018</th> <th>3 yr avg - main city depts</th> </tr> </thead> <tbody> <tr> <td>Airport/4.5</td> <td>~5</td> <td>~10</td> <td>~10</td> <td>~10</td> <td>~15</td> <td>~40</td> </tr> <tr> <td>Public Works/34</td> <td>~25</td> <td>~30</td> <td>~20</td> <td>~55</td> <td>~60</td> <td>~40</td> </tr> <tr> <td>Recreation/5.5</td> <td>~45</td> <td>~35</td> <td>~5</td> <td>~5</td> <td>~5</td> <td>~40</td> </tr> <tr> <td>Police/77</td> <td>~45</td> <td>~45</td> <td>~50</td> <td>~60</td> <td>~60</td> <td>~40</td> </tr> <tr> <td>Fire/64</td> <td>~135</td> <td>~75</td> <td>~95</td> <td>~85</td> <td>~95</td> <td>~85</td> </tr> <tr> <td>Water/39</td> <td>~50</td> <td>~45</td> <td>~50</td> <td>~55</td> <td>~60</td> <td>~40</td> </tr> <tr> <td>WPC/28</td> <td>~30</td> <td>~45</td> <td>~35</td> <td>~75</td> <td>~45</td> <td>~40</td> </tr> <tr> <td>Engineering/7</td> <td>~50</td> <td>~30</td> <td>~45</td> <td>~45</td> <td>~35</td> <td>~40</td> </tr> </tbody> </table>	Department/Current # Employees	2014	2015	2016	2017	2018	3 yr avg - main city depts	Airport/4.5	~5	~10	~10	~10	~15	~40	Public Works/34	~25	~30	~20	~55	~60	~40	Recreation/5.5	~45	~35	~5	~5	~5	~40	Police/77	~45	~45	~50	~60	~60	~40	Fire/64	~135	~75	~95	~85	~95	~85	Water/39	~50	~45	~50	~55	~60	~40	WPC/28	~30	~45	~35	~75	~45	~40	Engineering/7	~50	~30	~45	~45	~35	~40
Department/Current # Employees	2014	2015	2016	2017	2018	3 yr avg - main city depts																																																										
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Engineering/7	~50	~30	~45	~45	~35	~40																																																										
Other/ comments	Our target for comparison is a 3-year average. Sick leave can also include sick leave hours taken as part of FMLA. The Fire department usage is higher due to the 24 hr. shifts.																																																															

Dept.	POLICE																																																																																																				
KPI Measure	# of Violent & Non-Violent Crimes																																																																																																				
Rationale/ Definition	We monitor crime incidents as compared to a 3-year average in order to examine changing trends. Communities are evaluated on the number of non-violent and violent crimes committed in their jurisdiction. This measure allows us to prudently direct resources.																																																																																																				
Frequency	Monthly																																																																																																				
Data Source	Police Statistics																																																																																																				
Graph	<p><b>CRIME INCIDENTS</b></p> <p>Legend: Violent crimes (red line), Non-violent crimes (blue line), 3 year avg. (grey line), 3 year avg. (grey line).</p> <table border="1"> <caption>Approximate Data from Crime Incidents Graph</caption> <thead> <tr> <th>Year</th> <th>Month</th> <th>Violent Crimes</th> <th>Non-violent Crimes</th> </tr> </thead> <tbody> <tr><td>2017</td><td>APR</td><td>20</td><td>105</td></tr> <tr><td>2017</td><td>MAY</td><td>25</td><td>145</td></tr> <tr><td>2017</td><td>JUN</td><td>25</td><td>115</td></tr> <tr><td>2017</td><td>JUL</td><td>20</td><td>125</td></tr> <tr><td>2017</td><td>AUG</td><td>35</td><td>130</td></tr> <tr><td>2017</td><td>SEP</td><td>35</td><td>115</td></tr> <tr><td>2017</td><td>OCT</td><td>25</td><td>130</td></tr> <tr><td>2017</td><td>NOV</td><td>20</td><td>145</td></tr> <tr><td>2017</td><td>DEC</td><td>20</td><td>125</td></tr> <tr><td>2018</td><td>JAN</td><td>20</td><td>110</td></tr> <tr><td>2018</td><td>FEB</td><td>25</td><td>105</td></tr> <tr><td>2018</td><td>MAR</td><td>20</td><td>75</td></tr> <tr><td>2018</td><td>APR</td><td>15</td><td>85</td></tr> <tr><td>2018</td><td>MAY</td><td>25</td><td>115</td></tr> <tr><td>2018</td><td>JUN</td><td>20</td><td>115</td></tr> <tr><td>2018</td><td>JUL</td><td>25</td><td>105</td></tr> <tr><td>2018</td><td>AUG</td><td>15</td><td>115</td></tr> <tr><td>2018</td><td>SEP</td><td>25</td><td>110</td></tr> <tr><td>2018</td><td>OCT</td><td>30</td><td>80</td></tr> <tr><td>2018</td><td>NOV</td><td>15</td><td>80</td></tr> <tr><td>2018</td><td>DEC</td><td>15</td><td>85</td></tr> <tr><td>2019</td><td>JAN</td><td>25</td><td>95</td></tr> <tr><td>2019</td><td>FEB</td><td>20</td><td>70</td></tr> <tr><td>2019</td><td>MAR</td><td>40</td><td>80</td></tr> </tbody> </table>	Year	Month	Violent Crimes	Non-violent Crimes	2017	APR	20	105	2017	MAY	25	145	2017	JUN	25	115	2017	JUL	20	125	2017	AUG	35	130	2017	SEP	35	115	2017	OCT	25	130	2017	NOV	20	145	2017	DEC	20	125	2018	JAN	20	110	2018	FEB	25	105	2018	MAR	20	75	2018	APR	15	85	2018	MAY	25	115	2018	JUN	20	115	2018	JUL	25	105	2018	AUG	15	115	2018	SEP	25	110	2018	OCT	30	80	2018	NOV	15	80	2018	DEC	15	85	2019	JAN	25	95	2019	FEB	20	70	2019	MAR	40	80
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Other/ comments	Our target for comparison is a 3-year average. Violent crimes include: homicide, rape, robbery and aggravated assault.																																																																																																				

<b>Dept.</b>	<b>POLICE</b>																																																																																																				
<b>KPI Measure</b>	<b># of Traffic Accidents</b>																																																																																																				
<b>Rationale/ Definition</b>	We monitor traffic accidents as compared to a 3-year average. This measure allows us to determine effective resource allocation to enforce laws related to motorists and pedestrians.																																																																																																				
<b>Frequency</b>	Monthly																																																																																																				
<b>Data Source</b>	Police Statistics																																																																																																				
<b>Graph</b>	<p><b>TRAFFIC ACCIDENTS</b></p> <p>Legend: — Traffic accidents — 3 year avg.</p> <table border="1"> <caption>Estimated Data from Traffic Accidents Graph</caption> <thead> <tr> <th>Year</th> <th>Month</th> <th>Traffic accidents</th> <th>3 year avg.</th> </tr> </thead> <tbody> <tr><td>2017</td><td>APR</td><td>85</td><td>90</td></tr> <tr><td>2017</td><td>MAY</td><td>105</td><td>90</td></tr> <tr><td>2017</td><td>JUN</td><td>85</td><td>90</td></tr> <tr><td>2017</td><td>JUL</td><td>75</td><td>90</td></tr> <tr><td>2017</td><td>AUG</td><td>95</td><td>90</td></tr> <tr><td>2017</td><td>SEP</td><td>90</td><td>90</td></tr> <tr><td>2017</td><td>OCT</td><td>95</td><td>90</td></tr> <tr><td>2017</td><td>NOV</td><td>65</td><td>90</td></tr> <tr><td>2017</td><td>DEC</td><td>115</td><td>90</td></tr> <tr><td>2018</td><td>JAN</td><td>110</td><td>90</td></tr> <tr><td>2018</td><td>FEB</td><td>80</td><td>90</td></tr> <tr><td>2018</td><td>MAR</td><td>70</td><td>90</td></tr> <tr><td>2018</td><td>APR</td><td>80</td><td>90</td></tr> <tr><td>2018</td><td>MAY</td><td>85</td><td>90</td></tr> <tr><td>2018</td><td>JUN</td><td>70</td><td>90</td></tr> <tr><td>2018</td><td>JUL</td><td>80</td><td>90</td></tr> <tr><td>2018</td><td>AUG</td><td>90</td><td>90</td></tr> <tr><td>2018</td><td>SEP</td><td>80</td><td>90</td></tr> <tr><td>2018</td><td>OCT</td><td>110</td><td>90</td></tr> <tr><td>2018</td><td>NOV</td><td>120</td><td>90</td></tr> <tr><td>2018</td><td>DEC</td><td>125</td><td>90</td></tr> <tr><td>2019</td><td>JAN</td><td>120</td><td>90</td></tr> <tr><td>2019</td><td>FEB</td><td>90</td><td>90</td></tr> <tr><td>2019</td><td>MAR</td><td>100</td><td>90</td></tr> </tbody> </table>	Year	Month	Traffic accidents	3 year avg.	2017	APR	85	90	2017	MAY	105	90	2017	JUN	85	90	2017	JUL	75	90	2017	AUG	95	90	2017	SEP	90	90	2017	OCT	95	90	2017	NOV	65	90	2017	DEC	115	90	2018	JAN	110	90	2018	FEB	80	90	2018	MAR	70	90	2018	APR	80	90	2018	MAY	85	90	2018	JUN	70	90	2018	JUL	80	90	2018	AUG	90	90	2018	SEP	80	90	2018	OCT	110	90	2018	NOV	120	90	2018	DEC	125	90	2019	JAN	120	90	2019	FEB	90	90	2019	MAR	100	90
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<b>Other/ comments</b>	Our target for comparison is a 3-year average.																																																																																																				

<b>Dept.</b>	<b>POLICE</b>																																																								
<b>KPI Measure</b>	Average response time – Priority Calls																																																								
<b>Rationale/ Definition</b>	Quick response times to emergency calls are key to police effectiveness. People expect the police to respond in a timely manner. That is why response times to emergency/in-progress calls are evaluated.																																																								
<b>Frequency</b>	Monthly																																																								
<b>Data Source</b>	CAD Incidents Unit Response Report																																																								
<b>Graph</b>	<table border="1"> <caption>Average response time - Priority Calls</caption> <thead> <tr> <th>Month</th> <th># calls</th> <th>Average response time (minutes)</th> <th>Target (minutes)</th> </tr> </thead> <tbody> <tr><td>Mar</td><td>278</td><td>6.2</td><td>6.0</td></tr> <tr><td>Apr</td><td>213</td><td>6.5</td><td>6.0</td></tr> <tr><td>May</td><td>299</td><td>5.6</td><td>6.0</td></tr> <tr><td>Jun</td><td>196</td><td>6.0</td><td>6.0</td></tr> <tr><td>Jul</td><td>306</td><td>5.8</td><td>6.0</td></tr> <tr><td>Aug</td><td>279</td><td>5.4</td><td>6.0</td></tr> <tr><td>Sep</td><td>277</td><td>5.7</td><td>6.0</td></tr> <tr><td>Oct</td><td>231</td><td>6.0</td><td>6.0</td></tr> <tr><td>Nov</td><td>234</td><td>5.6</td><td>6.0</td></tr> <tr><td>Dec</td><td>226</td><td>5.5</td><td>6.0</td></tr> <tr><td>Jan</td><td>242</td><td>6.0</td><td>6.0</td></tr> <tr><td>Feb</td><td>267</td><td>6.0</td><td>6.0</td></tr> <tr><td>Mar</td><td>255</td><td>6.1</td><td>6.0</td></tr> </tbody> </table>	Month	# calls	Average response time (minutes)	Target (minutes)	Mar	278	6.2	6.0	Apr	213	6.5	6.0	May	299	5.6	6.0	Jun	196	6.0	6.0	Jul	306	5.8	6.0	Aug	279	5.4	6.0	Sep	277	5.7	6.0	Oct	231	6.0	6.0	Nov	234	5.6	6.0	Dec	226	5.5	6.0	Jan	242	6.0	6.0	Feb	267	6.0	6.0	Mar	255	6.1	6.0
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<b>Other/ comments</b>	Our target is 6 minutes. The target is based on prior year data and the desire to set an assertive, yet realistic goal.																																																								

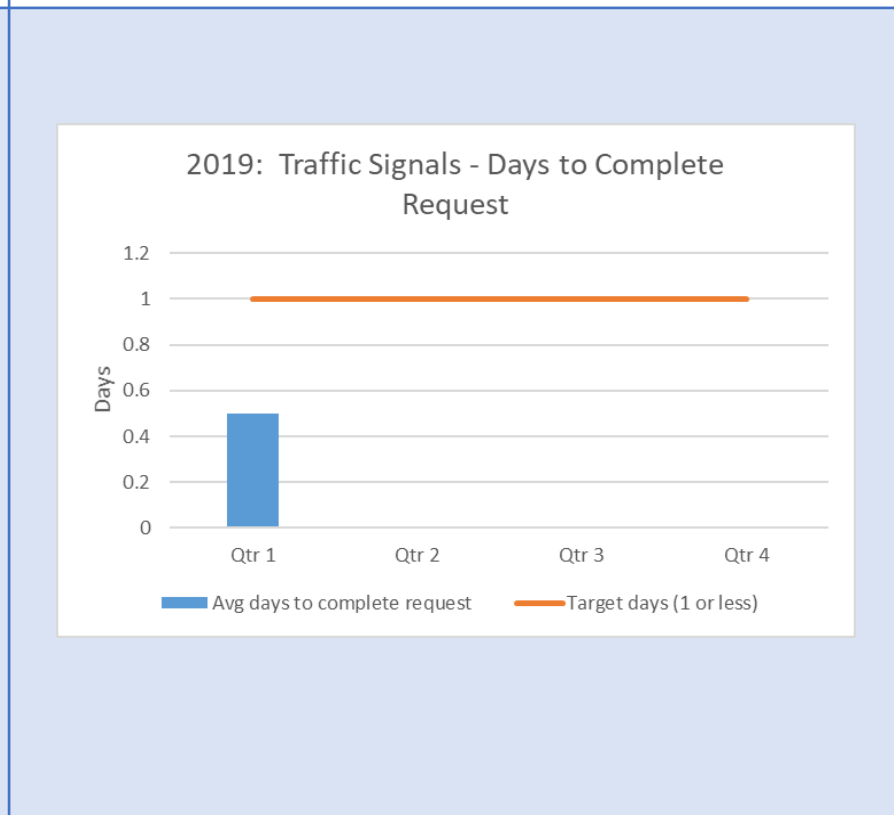
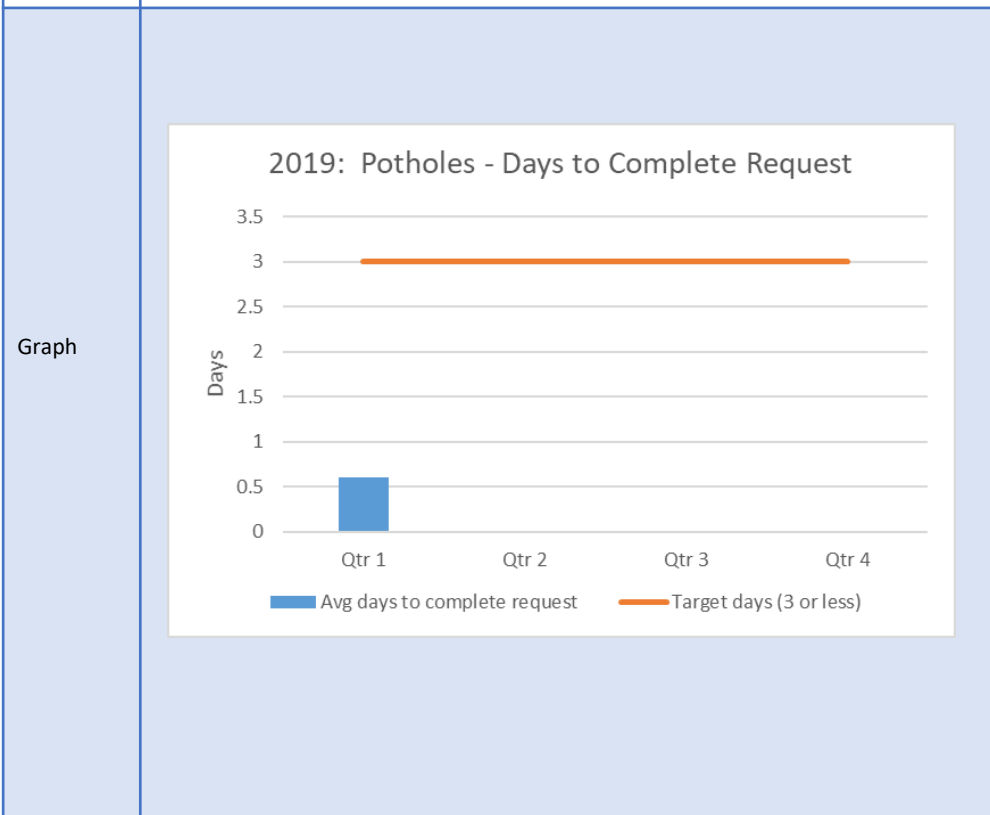
<b>Dept.</b>	<b>POLICE</b>																																																																	
<b>KPI Measure</b>	Crime prevention and community outreach activities																																																																	
<b>Rationale/ Definition</b>	The Crime Prevention/Community Outreaches are a vital aspect of the function of the Findlay Police Department. These include activities by the Crime Prevention Officer as well as school walk-throughs/visits by officers, in addition to any other outreach an officer does.																																																																	
<b>Frequency</b>	Monthly																																																																	
<b>Data Source</b>	Police Statistics																																																																	
<b>Graph</b>	<p>The chart displays monthly activity counts for 2017 (blue), 2018 (orange), and 2019 (green). A grey horizontal line represents the 2-year average at approximately 160 activities. Activity is notably lower in the summer months (June and July) due to school being out of session.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>2017</th> <th>2018</th> <th>2019</th> <th>2 yr avg</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>145</td><td>205</td><td>220</td><td>160</td></tr> <tr><td>Feb</td><td>145</td><td>265</td><td>240</td><td>160</td></tr> <tr><td>Mar</td><td>135</td><td>265</td><td>215</td><td>160</td></tr> <tr><td>Apr</td><td>135</td><td>240</td><td>-</td><td>160</td></tr> <tr><td>May</td><td>125</td><td>255</td><td>-</td><td>160</td></tr> <tr><td>Jun</td><td>10</td><td>25</td><td>-</td><td>160</td></tr> <tr><td>Jul</td><td>25</td><td>15</td><td>-</td><td>160</td></tr> <tr><td>Aug</td><td>115</td><td>140</td><td>-</td><td>160</td></tr> <tr><td>Sep</td><td>200</td><td>260</td><td>-</td><td>160</td></tr> <tr><td>Oct</td><td>180</td><td>280</td><td>-</td><td>160</td></tr> <tr><td>Nov</td><td>175</td><td>215</td><td>-</td><td>160</td></tr> <tr><td>Dec</td><td>95</td><td>190</td><td>-</td><td>160</td></tr> </tbody> </table>	Month	2017	2018	2019	2 yr avg	Jan	145	205	220	160	Feb	145	265	240	160	Mar	135	265	215	160	Apr	135	240	-	160	May	125	255	-	160	Jun	10	25	-	160	Jul	25	15	-	160	Aug	115	140	-	160	Sep	200	260	-	160	Oct	180	280	-	160	Nov	175	215	-	160	Dec	95	190	-	160
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<b>Other/ comments</b>	This is a newer measure and no formal targets have been set. We are comparing to the 2-year average right now. These activities include: school visits, class presentations, school walk-throughs, Crime Stopper meetings, Block Watch meetings, Coffee with a Cop, etc. Activity is lower in the summer months due to school being out of session.																																																																	

<b>Dept.</b>	<b>FIRE</b>	<b>FIRE</b>
<b>KPI Measure</b>	Response Time and Turnout Time	Average Response Time & Turnout Time
<b>Rationale/ Definition</b>	Quick response is vital to the effectiveness of the fire department. We strive to meet standards set by the NFPA (National Fire Protection Association).	We also monitor our average response times to examine trends and identify efficiency areas to be addressed.
<b>Frequency</b>	Monthly	Monthly
<b>Data Source</b>	Apparatus Response Report	Apparatus Response Report
<b>Graph</b>	<p>Response Times &amp; Turnout Times - % time at target</p>	<p>Response Times &amp; Turnout Times - average response time</p>
<b>Other/ comments</b>	<p>Our target is to meet the 5 minute response time and 70 second turnout time, 90% of the time.</p> <p>Response time: Time from alarm at station to arrival at scene Turnout time: Time from alarm at station to vehicle in motion to scene</p>	<p>Our target response time is 5 minutes. Our target turnout time is 70 seconds.</p> <p>Response time: Time from alarm at station to arrival at scene Turnout time: Time from alarm at station to vehicle in motion to scene</p>

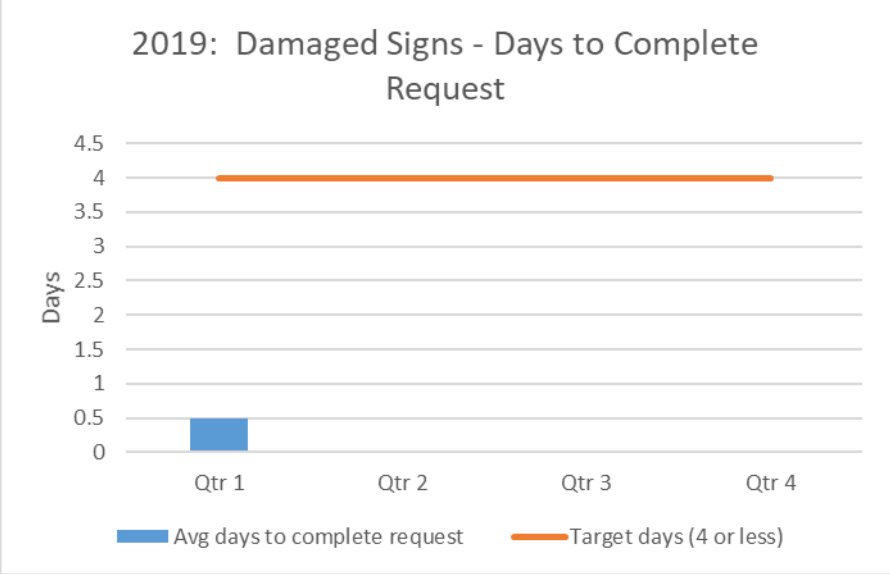


<b>Dept.</b>	<b>FIRE</b>																																										
KPI Measure	Daily manpower level																																										
Rationale/ Definition	Having the appropriate level of personnel on duty daily is key to the effectiveness of the fire department. The optimal level is 15 or more, which allows for a dedicated ladder truck company. The daily minimum level is 14. This number does not include fire prevention personnel or the Fire Chief.																																										
Frequency	Monthly																																										
Data Source	Fire Department																																										
Graph	<table border="1"> <caption>Daily Manpower Data</caption> <thead> <tr> <th>Month</th> <th>% Days Ideal Level (15 firefighters)</th> <th>% Days at Minimum Level (14 firefighters)</th> </tr> </thead> <tbody> <tr><td>Mar 2018</td><td>81%</td><td>19%</td></tr> <tr><td>Apr 2018</td><td>77%</td><td>23%</td></tr> <tr><td>May 2018</td><td>81%</td><td>19%</td></tr> <tr><td>Jun 2018</td><td>27%</td><td>73%</td></tr> <tr><td>Jul 2018</td><td>29%</td><td>71%</td></tr> <tr><td>Aug 2018</td><td>61%</td><td>39%</td></tr> <tr><td>Sep 2018</td><td>50%</td><td>50%</td></tr> <tr><td>Oct 2018</td><td>55%</td><td>45%</td></tr> <tr><td>Nov 2018</td><td>47%</td><td>53%</td></tr> <tr><td>Dec 2018</td><td>61%</td><td>39%</td></tr> <tr><td>Jan 2019</td><td>87%</td><td>13%</td></tr> <tr><td>Feb 2019</td><td>82%</td><td>18%</td></tr> <tr><td>Mar 2019</td><td>65%</td><td>35%</td></tr> </tbody> </table>	Month	% Days Ideal Level (15 firefighters)	% Days at Minimum Level (14 firefighters)	Mar 2018	81%	19%	Apr 2018	77%	23%	May 2018	81%	19%	Jun 2018	27%	73%	Jul 2018	29%	71%	Aug 2018	61%	39%	Sep 2018	50%	50%	Oct 2018	55%	45%	Nov 2018	47%	53%	Dec 2018	61%	39%	Jan 2019	87%	13%	Feb 2019	82%	18%	Mar 2019	65%	35%
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Other/ comments	This is a newer measure and no formal targets have been set. The average percentage of days at ideal level was 49% in 2017 and 61% in 2018. We have seen steady overall increases since 2016.																																										

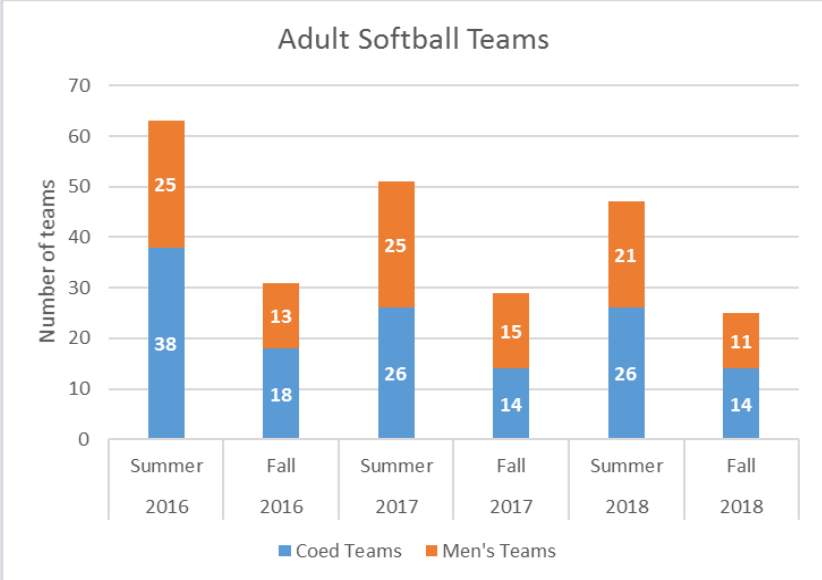
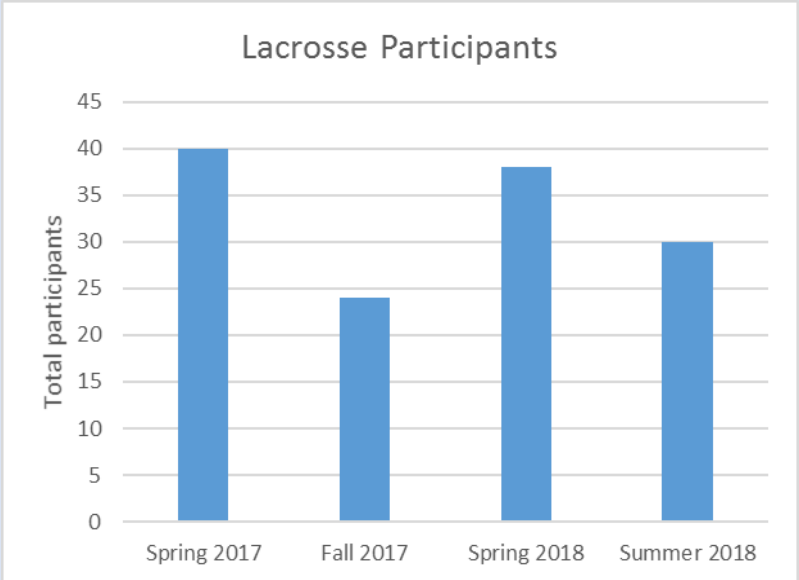
<b>Dept.</b>	<b>PUBLIC WORKS</b>	<b>PUBLIC WORKS</b>
<b>KPI Measure</b>	Potholes – Days to complete repair	Traffic Signals – Days to complete repair
<b>Rationale/ Definition</b>	We strive to respond to and repair reported problems in a timely manner.	We strive to respond to and repair reported problems in a timely manner.
<b>Frequency</b>	Monthly	Monthly
<b>Data Source</b>	Work order data	Work order data



<b>Other/ comments</b>	Target is 3 days or less. The quarterly average number of pothole repairs is 28.	Target is 1 day or less. The quarterly average number of traffic signal repairs is 19.
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Dept.	<b>PUBLIC WORKS</b>															
KPI Measure	Damaged signs – Days to complete repair															
Rationale/ Definition	We strive to respond to and repair reported problems in a timely manner.															
Frequency	Monthly															
Data Source	Work order data															
Graph	 <p>2019: Damaged Signs - Days to Complete Request</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Avg days to complete request</th> <th>Target days (4 or less)</th> </tr> </thead> <tbody> <tr> <td>Qtr 1</td> <td>0.5</td> <td>4.0</td> </tr> <tr> <td>Qtr 2</td> <td>-</td> <td>4.0</td> </tr> <tr> <td>Qtr 3</td> <td>-</td> <td>4.0</td> </tr> <tr> <td>Qtr 4</td> <td>-</td> <td>4.0</td> </tr> </tbody> </table>	Quarter	Avg days to complete request	Target days (4 or less)	Qtr 1	0.5	4.0	Qtr 2	-	4.0	Qtr 3	-	4.0	Qtr 4	-	4.0
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Qtr 2	-	4.0														
Qtr 3	-	4.0														
Qtr 4	-	4.0														
Other/ comments	<p>Target is 4 days or less. The quarterly average number of sign repairs is 7.</p> <p>Note: If digging is needed to replace a sign, there is a 2 day wait for an OUPS check.</p>															

Dept.	RECREATION	RECREATION																																	
KPI Measure	Average # of participants per day of offered public skate	"Learn to Skate" program participants																																	
Rationale/ Definition	To measure level of participation in our offered programs.	To measure level of participation in our offered programs																																	
Frequency	Monthly	Seasonally																																	
Data Source	Recreation department data	Recreation department data																																	
Graph	<p>2019 Avg # of participants per day of offered public skate</p> <table border="1"> <thead> <tr> <th>Month/# Public Skate Days</th> <th>Avg # of participants</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Jan/15</td> <td>177</td> <td>172</td> </tr> <tr> <td>Feb/13</td> <td>165</td> <td>150</td> </tr> <tr> <td>Mar/7</td> <td>169</td> <td>150</td> </tr> </tbody> </table>	Month/# Public Skate Days	Avg # of participants	Target	Jan/15	177	172	Feb/13	165	150	Mar/7	169	150	<p>Learn to Skate Participants</p> <table border="1"> <thead> <tr> <th>Season (# sessions)</th> <th>Total participants</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2017 Spring/Summer (8)</td> <td>128</td> <td>120</td> </tr> <tr> <td>2017 Fall/Wtr (7)</td> <td>150</td> <td>120</td> </tr> <tr> <td>2018 Wtr (10)</td> <td>85</td> <td>120</td> </tr> <tr> <td>2018 Spring/Summer (7)</td> <td>100</td> <td>120</td> </tr> <tr> <td>2018 Fall/Winter (5)</td> <td>169</td> <td>120</td> </tr> <tr> <td>2019 Wtr (7)</td> <td>83</td> <td>120</td> </tr> </tbody> </table>	Season (# sessions)	Total participants	Target	2017 Spring/Summer (8)	128	120	2017 Fall/Wtr (7)	150	120	2018 Wtr (10)	85	120	2018 Spring/Summer (7)	100	120	2018 Fall/Winter (5)	169	120	2019 Wtr (7)	83	120
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2019 Wtr (7)	83	120																																	
Other/ comments	Our target is a 2% increase over the same month from the prior year.	The target for 2019 is the average # participants from the prior year.																																	

<b>Dept.</b>	<b>RECREATION</b>	<b>RECREATION</b>																																											
KPI Measure	# Teams – Adult Softball	# Participants - Lacrosse																																											
Rationale/ Definition	To measure level of participation in our offered programs.	To measure level of participation in our offered programs.																																											
Frequency	Seasonally	Seasonally																																											
Data Source	Recreation department data	Recreation department data																																											
Graph	 <p><b>Adult Softball Teams</b></p> <table border="1"> <thead> <tr> <th>Season</th> <th>Year</th> <th>Coed Teams</th> <th>Men's Teams</th> </tr> </thead> <tbody> <tr> <td>Summer</td> <td>2016</td> <td>38</td> <td>25</td> </tr> <tr> <td>Fall</td> <td>2016</td> <td>18</td> <td>13</td> </tr> <tr> <td>Summer</td> <td>2017</td> <td>26</td> <td>25</td> </tr> <tr> <td>Fall</td> <td>2017</td> <td>14</td> <td>15</td> </tr> <tr> <td>Summer</td> <td>2018</td> <td>26</td> <td>21</td> </tr> <tr> <td>Fall</td> <td>2018</td> <td>14</td> <td>11</td> </tr> </tbody> </table>	Season	Year	Coed Teams	Men's Teams	Summer	2016	38	25	Fall	2016	18	13	Summer	2017	26	25	Fall	2017	14	15	Summer	2018	26	21	Fall	2018	14	11	 <p><b>Lacrosse Participants</b></p> <table border="1"> <thead> <tr> <th>Season</th> <th>Year</th> <th>Total participants</th> </tr> </thead> <tbody> <tr> <td>Spring</td> <td>2017</td> <td>40</td> </tr> <tr> <td>Fall</td> <td>2017</td> <td>24</td> </tr> <tr> <td>Spring</td> <td>2018</td> <td>38</td> </tr> <tr> <td>Summer</td> <td>2018</td> <td>30</td> </tr> </tbody> </table>	Season	Year	Total participants	Spring	2017	40	Fall	2017	24	Spring	2018	38	Summer	2018	30
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Other/ comments	This is a newer measure and no formal targets have been set.	This is a newer measure and no formal targets have been set.  Spring 2019 Lacrosse registration is currently in progress.																																											

Dept.	RECREATION	RECREATION																																													
KPI Measure	Ice capacity used at the Cube	Ball field capacity used at the Diamonds																																													
Rationale/ Definition	To measure the level of use of our facilities.	To measure the level of use of our facilities.																																													
Frequency	Seasonally	Seasonally																																													
Data Source	Recreation department data	Recreation department data																																													
Graph	<p><b>CUBE: Ice Capacity Used</b></p> <table border="1"> <thead> <tr> <th>Period</th> <th>Capacity used (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Jan-Mar 2017</td> <td>81.5%</td> <td>80%</td> </tr> <tr> <td>Sept-Dec 2017</td> <td>72.4%</td> <td>80%</td> </tr> <tr> <td>Jan-Mar 2018</td> <td>82.4%</td> <td>80%</td> </tr> <tr> <td>May-Jun 2018</td> <td>59.0%</td> <td>80%</td> </tr> <tr> <td>Sept-Dec 2018</td> <td>67.2%</td> <td>80%</td> </tr> <tr> <td>Jan-Mar 2019</td> <td>83.4%</td> <td>80%</td> </tr> </tbody> </table>	Period	Capacity used (%)	Target (%)	Jan-Mar 2017	81.5%	80%	Sept-Dec 2017	72.4%	80%	Jan-Mar 2018	82.4%	80%	May-Jun 2018	59.0%	80%	Sept-Dec 2018	67.2%	80%	Jan-Mar 2019	83.4%	80%	<p><b>Diamonds: Ball Field Capacity Used</b></p> <table border="1"> <thead> <tr> <th>Field</th> <th>2016 (%)</th> <th>2017 (%)</th> <th>2018 (%)</th> </tr> </thead> <tbody> <tr> <td>Field 1</td> <td>66.0%</td> <td>51.0%</td> <td>41%</td> </tr> <tr> <td>Field 2</td> <td>65%</td> <td>65%</td> <td>46%</td> </tr> <tr> <td>Field 3</td> <td>77%</td> <td>61%</td> <td>49%</td> </tr> <tr> <td>Field 4</td> <td>66%</td> <td>56%</td> <td>42%</td> </tr> <tr> <td>Field 5</td> <td>66%</td> <td>50%</td> <td>50%</td> </tr> </tbody> </table>	Field	2016 (%)	2017 (%)	2018 (%)	Field 1	66.0%	51.0%	41%	Field 2	65%	65%	46%	Field 3	77%	61%	49%	Field 4	66%	56%	42%	Field 5	66%	50%	50%
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Other/ comments	<p>Our target is 80% capacity utilization.</p> <p>The floor is also used for dry floor events from April – August each year.</p> <p>2019: 6 scheduled events      2018: 4 events</p> <p>2017: 5 events</p>	<p>This is a newer measure and no formal targets have been set.</p> <p>2018: 5 tournaments were canceled due to weather or other.</p> <p>2017: 4 tournaments were canceled due to weather or other.</p>																																													

Dept.	ZONING	ZONING																																																															
KPI Measure	Permit activity – Number of permits issued, closed, or submitted to the Board of Zoning Appeals (BZA) each month.	Permit violations – incidents discovered without a permit.																																																															
Rationale/ Definition	To measure level of permit activity in the Zoning area.	To monitor permit violations and how they are addressed.																																																															
Frequency	Monthly	Monthly																																																															
Data Source	Zoning department data	Zoning department data																																																															
Graph	<p><b>2019 Monthly Permit Activity</b></p> <table border="1"> <thead> <tr> <th>Month</th> <th>Permits issued</th> <th>Permits closed</th> </tr> </thead> <tbody> <tr> <td>JAN</td> <td>26</td> <td>3</td> </tr> <tr> <td>FEB</td> <td>34</td> <td>1</td> </tr> <tr> <td>MAR</td> <td>49</td> <td>48</td> </tr> </tbody> </table> <p><b>2019 YTD Permit Activity</b></p> <table border="1"> <thead> <tr> <th>Category</th> <th>Permits issued</th> <th>Permits closed</th> <th>Cases to BZA</th> </tr> </thead> <tbody> <tr> <td>2019 YTD</td> <td>109</td> <td>52</td> <td>11</td> </tr> <tr> <td>2018 TOTAL</td> <td>753</td> <td>545</td> <td>25</td> </tr> </tbody> </table> <p><b>Violations - Incidents of No Permit</b></p> <table border="1"> <thead> <tr> <th>Month</th> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>JAN</td> <td>5</td> <td>0</td> </tr> <tr> <td>FEB</td> <td>5</td> <td>0</td> </tr> <tr> <td>MAR</td> <td>6</td> <td>1</td> </tr> <tr> <td>APR</td> <td>11</td> <td>0</td> </tr> <tr> <td>MAY</td> <td>9</td> <td>0</td> </tr> <tr> <td>JUN</td> <td>4</td> <td>0</td> </tr> <tr> <td>JUL</td> <td>3</td> <td>0</td> </tr> <tr> <td>AUG</td> <td>15</td> <td>0</td> </tr> <tr> <td>SEPT</td> <td>6</td> <td>0</td> </tr> <tr> <td>OCT</td> <td>14</td> <td>0</td> </tr> <tr> <td>NOV</td> <td>1</td> <td>0</td> </tr> <tr> <td>DEC</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	Month	Permits issued	Permits closed	JAN	26	3	FEB	34	1	MAR	49	48	Category	Permits issued	Permits closed	Cases to BZA	2019 YTD	109	52	11	2018 TOTAL	753	545	25	Month	2018	2019	JAN	5	0	FEB	5	0	MAR	6	1	APR	11	0	MAY	9	0	JUN	4	0	JUL	3	0	AUG	15	0	SEPT	6	0	OCT	14	0	NOV	1	0	DEC	1	0	
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NOV	1	0																																																															
DEC	1	0																																																															
Other/ comments	<p>The Zoning Office handles all permits related to a change of use, new construction and floodplain management. Many types of construction require a permit including, but not limited to: fences, sheds, decks, signs, dwellings and grading. If a permit does not comply with the zoning code, it may be taken to the BZA for disposition.</p> <p>This is a new measure and no targets have been established yet.</p>	<p>Zoning strives to resolve violations by working on a solution so that a variance is not required.</p> <p>This is a new measure and no targets have been established yet.</p>																																																															

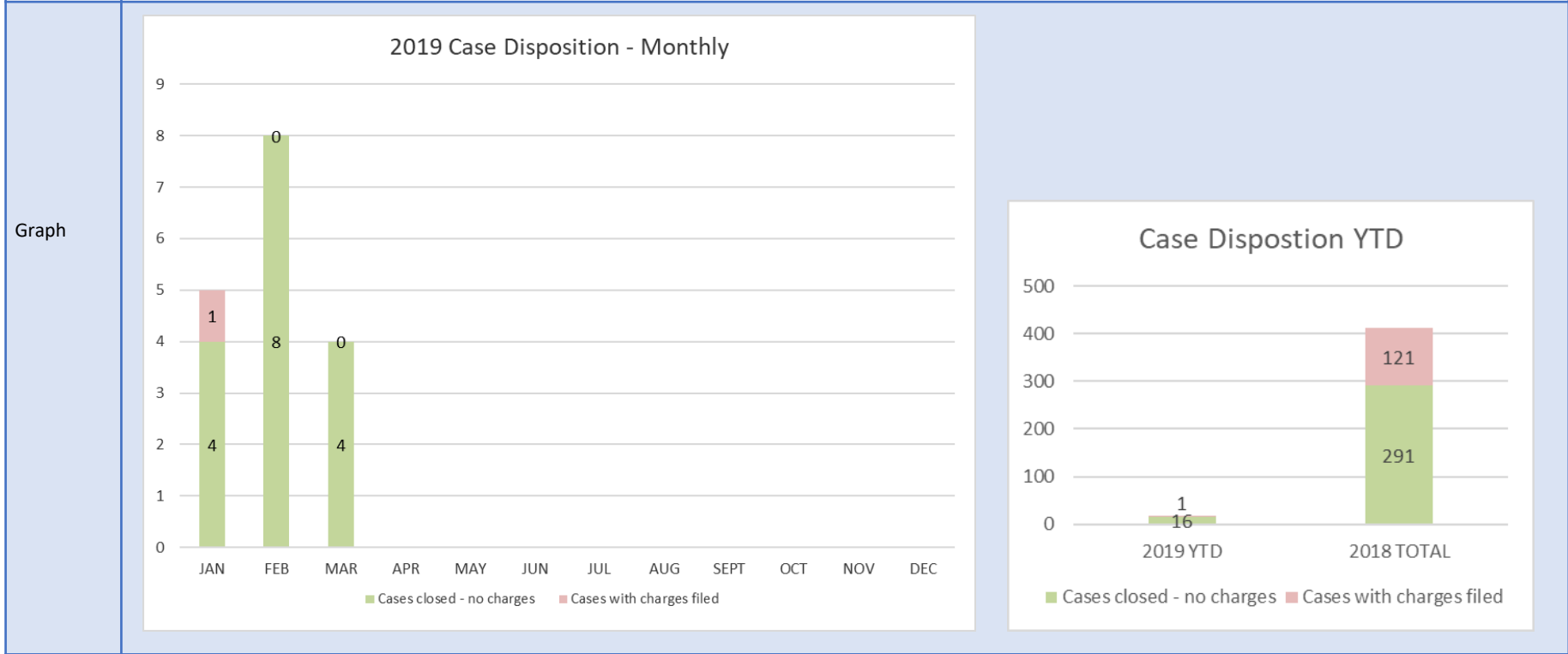
<b>Dept.</b>	<b>NEAT</b>
<b>KPI Measure</b>	NEAT case activity – types of cases opened.
<b>Rationale/ Definition</b>	To measure the volume and nature of issues occurring.
<b>Frequency</b>	Monthly
<b>Data Source</b>	Zoning department data



**Other/ comments** This is a new measure and no targets have been established yet.



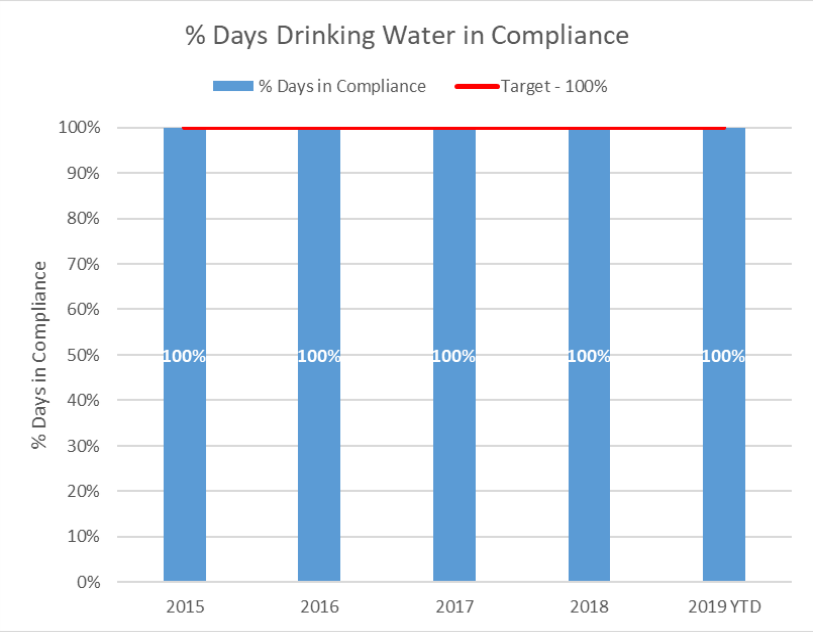
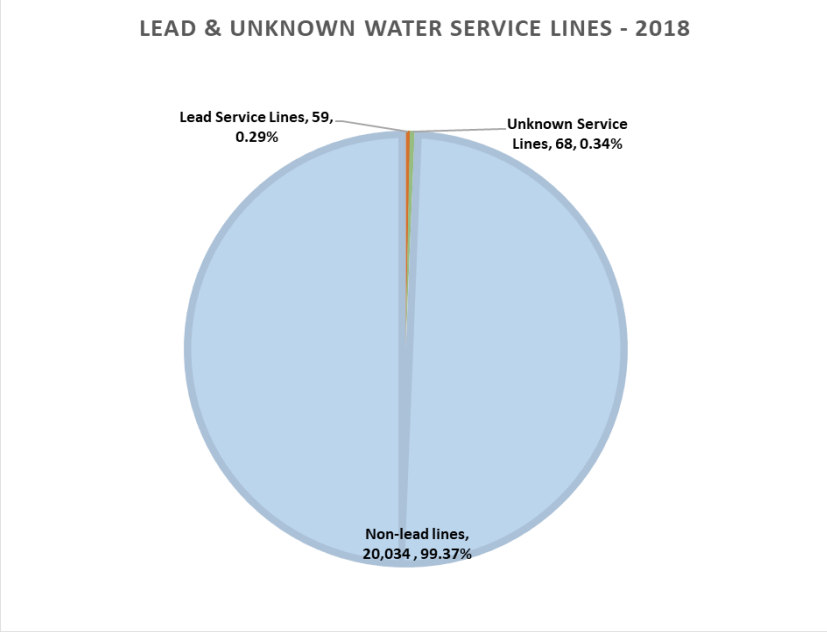
Dept.	NEAT
KPI Measure	Case Disposition
Rationale/ Definition	To monitor cases and how they are resolved.
Frequency	Monthly
Data Source	Zoning department data



Other/ comments

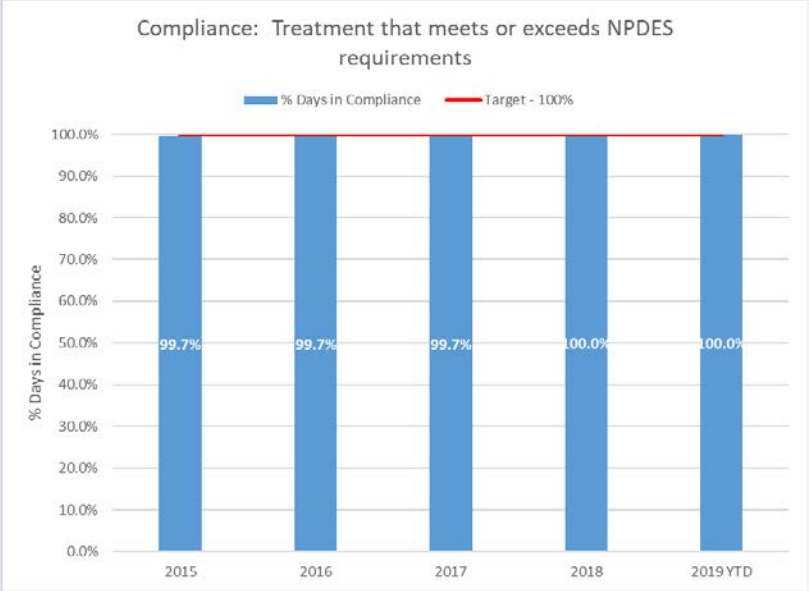
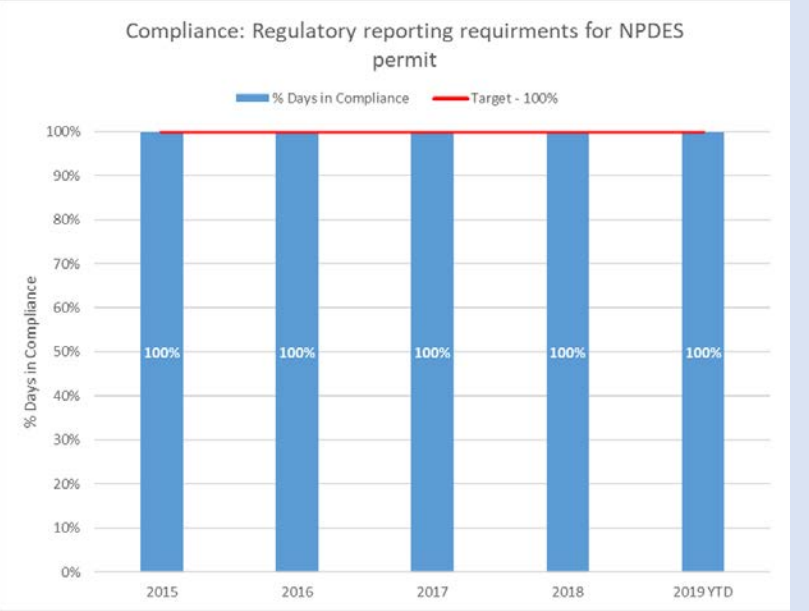
Zoning strives to resolve violations by working with property owners towards voluntary compliance and avoiding charges. If voluntary compliance is not reached, charges are filed.

This is a new measure and no targets have been established yet.

Dept.	WATER DEPARTMENT	WATER DEPARTMENT																														
KPI Measure	% Days Drinking Water is in Compliance	Identification of Lead and Unknown Water Service Lines																														
Rationale/ Definition	This is used to measure the quality of our water, as well as compliance with regulatory requirements of the State of Ohio EPA.	To track our identification of lead service lines.																														
Frequency	Quarterly	Annually																														
Data Source	Water Department Data	Water Department Data																														
Graph	 <p><b>% Days Drinking Water in Compliance</b></p> <table border="1"> <thead> <tr> <th>Year</th> <th>% Days in Compliance</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2016</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2017</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2018</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2019 YTD</td> <td>100%</td> <td>100%</td> </tr> </tbody> </table>	Year	% Days in Compliance	Target	2015	100%	100%	2016	100%	100%	2017	100%	100%	2018	100%	100%	2019 YTD	100%	100%	 <p><b>LEAD &amp; UNKNOWN WATER SERVICE LINES - 2018</b></p> <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Lead Service Lines</td> <td>59</td> <td>0.29%</td> </tr> <tr> <td>Unknown Service Lines</td> <td>68</td> <td>0.34%</td> </tr> <tr> <td>Non-lead lines</td> <td>20,034</td> <td>99.37%</td> </tr> </tbody> </table>	Category	Count	Percentage	Lead Service Lines	59	0.29%	Unknown Service Lines	68	0.34%	Non-lead lines	20,034	99.37%
Year	% Days in Compliance	Target																														
2015	100%	100%																														
2016	100%	100%																														
2017	100%	100%																														
2018	100%	100%																														
2019 YTD	100%	100%																														
Category	Count	Percentage																														
Lead Service Lines	59	0.29%																														
Unknown Service Lines	68	0.34%																														
Non-lead lines	20,034	99.37%																														
Other/ comments	Our target is 100%. We meet or exceed the regulatory requirements which include, but are not limited to, lead and copper levels.	Our ongoing objective is to reduce the number of Lead & Unknown service lines. Lead service lines were reduced from 64 in 2017 to 59 in 2018. Because of our stability and high water quality, we inspect the water lines as projects occur. (i.e. when a street is being torn up for a project, we take that opportunity to inspect the lines.)																														

Dept.	<b>WATER DEPARTMENT</b>																												
KPI Measure	Unaccounted for Water																												
Rationale/ Definition	To monitor water that is unaccounted for and/or non-revenue producing.																												
Frequency	Monthly																												
Data Source	Water Department Data																												
Graph	<table border="1"> <caption>Unaccounted for water</caption> <thead> <tr> <th>Year</th> <th>Month</th> <th>% water unaccounted for</th> <th>Goal</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td></td> <td>20.4%</td> <td>18%</td> </tr> <tr> <td>2017</td> <td></td> <td>20.4%</td> <td>18%</td> </tr> <tr> <td>2018</td> <td></td> <td>22.0%</td> <td>18%</td> </tr> <tr> <td>2019</td> <td>Jan</td> <td>28.3%</td> <td>18%</td> </tr> <tr> <td>2019</td> <td>Feb</td> <td>26.6%</td> <td>18%</td> </tr> <tr> <td>2019</td> <td>Mar</td> <td>28.4%</td> <td>18%</td> </tr> </tbody> </table>	Year	Month	% water unaccounted for	Goal	2016		20.4%	18%	2017		20.4%	18%	2018		22.0%	18%	2019	Jan	28.3%	18%	2019	Feb	26.6%	18%	2019	Mar	28.4%	18%
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Other/ comments	<p>All water systems have a % of water that goes unbilled – this can be due to: unavoidable leakage, use by fire department, water meter inaccuracies, unauthorized consumption, etc. The water department is actively monitoring and analyzing this.</p> <p>Note: Water consumption data is not available to until one month after the close of a month. Therefore this measure is one month behind.</p>																												

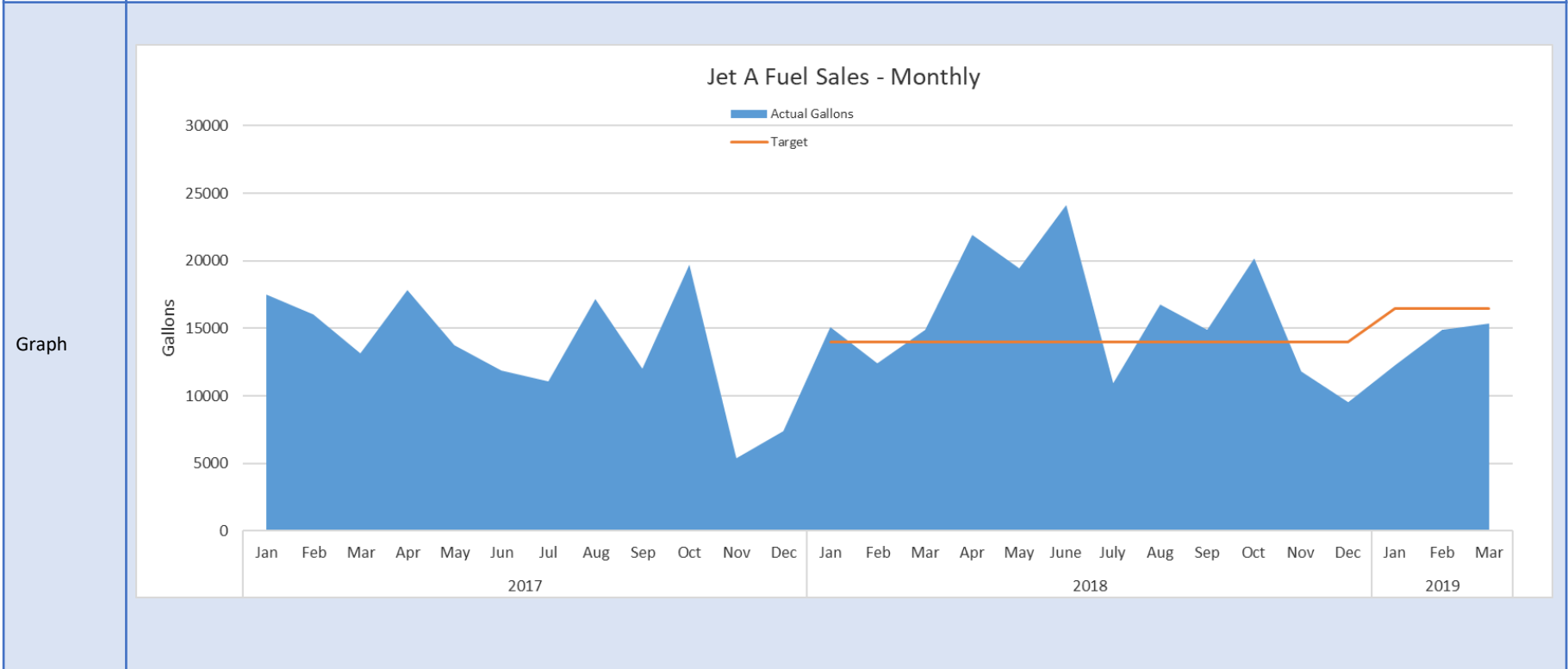
Dept.	WATER DEPARTMENT	WATER DEPARTMENT																								
KPI Measure	% of Total Fire Hydrants in Service	% of Fire Hydrants Inspected Each Year																								
Rationale/ Definition	To measure the level of service and usability of fire hydrants to make sure all are in good working order when needed.	To measure efforts to inspect and maintain fire hydrants. Inspections and flushing of hydrants is done to improve the quality and flow of the water.																								
Frequency	Quarterly	Quarterly																								
Data Source	Water Department Data	Water Department Data																								
Graph/	 <table border="1"> <caption>% of Total Fire Hydrants in Service</caption> <thead> <tr> <th>Year</th> <th>% in service</th> <th>Goal</th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2018</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>Qtr 1 2019</td> <td>100%</td> <td>100%</td> </tr> </tbody> </table>	Year	% in service	Goal	2017	100%	100%	2018	100%	100%	Qtr 1 2019	100%	100%	 <table border="1"> <caption>% of Total Fire Hydrants Inspected Each Year</caption> <thead> <tr> <th>Year</th> <th>% inspected</th> <th>Goal</th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2018</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2019 YTD</td> <td>100%</td> <td>100%</td> </tr> </tbody> </table>	Year	% inspected	Goal	2017	100%	100%	2018	100%	100%	2019 YTD	100%	100%
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2017	100%	100%																								
2018	100%	100%																								
2019 YTD	100%	100%																								
Other/ comments	<p>Our goal is to keep 100% of the fire hydrants in service.</p> <p>The City maintains approximately 2470 fire hydrants.</p>	<p>All fire hydrants are inspected each year and therefore our goal is 100%.</p> <p>Fire hydrant inspections will begin in May.</p>																								

Dept.	WATER POLLUTION CONTROL	WATER POLLUTION CONTROL																																				
KPI Measure	% Days in Compliance with NPDES requirements for treatment	% Days in Compliance with NPDES requirements for reporting																																				
Rationale/ Definition	Ensure a final effluent quality for compliance with requirements specified by the U.S. EPA and the Ohio EPA.	To comply with monthly reporting – completing and submitting Discharge Monitoring Reports to the Ohio EPA.																																				
Frequency	Quarterly	Quarterly																																				
Data Source	WPC Department data	WPC Department data																																				
Graph	 <p>Compliance: Treatment that meets or exceeds NPDES requirements</p> <table border="1"> <thead> <tr> <th>Year</th> <th>% Days in Compliance</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>99.7%</td> <td>100%</td> </tr> <tr> <td>2016</td> <td>99.7%</td> <td>100%</td> </tr> <tr> <td>2017</td> <td>99.7%</td> <td>100%</td> </tr> <tr> <td>2018</td> <td>100.0%</td> <td>100%</td> </tr> <tr> <td>2019 YTD</td> <td>100.0%</td> <td>100%</td> </tr> </tbody> </table>	Year	% Days in Compliance	Target	2015	99.7%	100%	2016	99.7%	100%	2017	99.7%	100%	2018	100.0%	100%	2019 YTD	100.0%	100%	 <p>Compliance: Regulatory reporting requirements for NPDES permit</p> <table border="1"> <thead> <tr> <th>Year</th> <th>% Days in Compliance</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2016</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2017</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2018</td> <td>100%</td> <td>100%</td> </tr> <tr> <td>2019 YTD</td> <td>100%</td> <td>100%</td> </tr> </tbody> </table>	Year	% Days in Compliance	Target	2015	100%	100%	2016	100%	100%	2017	100%	100%	2018	100%	100%	2019 YTD	100%	100%
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Other/ comments	<p>Our target is 100%</p> <p>NPDES – National Pollutant Discharge Elimination System</p> <p>The City Of Findlay Wastewater Treatment Plant provides wastewater treatment of residential, commercial and industrial wastewater. The Wastewater Treatment Plant treats on average four (4) billion gallons a year.</p>	<p>Our target is 100%</p> <p>NPDES – National Pollutant Discharge Elimination System</p>																																				

<b>Dept.</b>	<b>WATER POLLUTION CONTROL</b>	<b>WATER POLLUTION CONTROL</b>																														
<b>KPI Measure</b>	Footage of Sanitary & Storm Sewers Cleaned	Catch Basins Cleaned																														
<b>Rationale/ Definition</b>	To ensure we maintain our infrastructure and keep it working consistently and properly.	To ensure we maintain our infrastructure and keep it working consistently and properly.																														
<b>Frequency</b>	Quarterly	Quarterly																														
<b>Data Source</b>	WPC Department data	WPC Department data																														
<b>Graph</b>	 <table border="1"> <caption>Sanitary &amp; Storm Sewers Cleaned</caption> <thead> <tr> <th>Year</th> <th>Footage Cleaned</th> <th>Target - 3 yr Avg.</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>~225,000</td> <td>~225,000</td> </tr> <tr> <td>2017</td> <td>~240,000</td> <td>~225,000</td> </tr> <tr> <td>2018</td> <td>~215,000</td> <td>~225,000</td> </tr> <tr> <td>2019 YTD</td> <td>~35,000</td> <td>~225,000</td> </tr> </tbody> </table>	Year	Footage Cleaned	Target - 3 yr Avg.	2016	~225,000	~225,000	2017	~240,000	~225,000	2018	~215,000	~225,000	2019 YTD	~35,000	~225,000	 <table border="1"> <caption>Catch Basins Cleaned</caption> <thead> <tr> <th>Year</th> <th>Catch Basins Cleaned/Inspected</th> <th>Target - 3 yr Avg.</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>~2,800</td> <td>~2,750</td> </tr> <tr> <td>2017</td> <td>~2,550</td> <td>~2,750</td> </tr> <tr> <td>2018</td> <td>~2,900</td> <td>~2,750</td> </tr> <tr> <td>2019 YTD</td> <td>~300</td> <td>~2,750</td> </tr> </tbody> </table>	Year	Catch Basins Cleaned/Inspected	Target - 3 yr Avg.	2016	~2,800	~2,750	2017	~2,550	~2,750	2018	~2,900	~2,750	2019 YTD	~300	~2,750
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<b>Other/ comments</b>	<p>Our comparison is to a 3-year average.</p> <p>The sanitary sewer system has over 17,000 customers and is estimated to consist of over three hundred (300) miles of sanitary sewer, several thousand manholes and approximately six thousand four hundred (6,400) catch basins. It is imperative to maintain these systems for proper drainage – especially in times of rain events.</p>																															

Dept.	WATER POLLUTION CONTROL	WATER POLLUTION CONTROL																																																		
KPI Measure	Footage of Sanitary & Storm Sewer Lines Televised	Sewer Problem Complaints - % that are the responsibility of the City																																																		
Rationale/ Definition	To ensure we maintain our infrastructure. We televise lines to ensure flow capacity and assess the need for repairs & maintenance.	To ensure we maintain and repair our infrastructure and swiftly address problems that are our responsibility.																																																		
Frequency	Quarterly	Quarterly																																																		
Data Source	WPC Department data	WPC Department data																																																		
Graph	<p><b>Footage Televised</b></p> <table border="1"> <thead> <tr> <th>Year</th> <th>Sanitary (Feet)</th> <th>Storm (Feet)</th> <th>Sanitary Target (Feet)</th> <th>Storm Target (Feet)</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>42,000</td> <td>0</td> <td>65,000</td> <td>22,000</td> </tr> <tr> <td>2017</td> <td>48,000</td> <td>0</td> <td>65,000</td> <td>22,000</td> </tr> <tr> <td>2018</td> <td>105,000</td> <td>22,000</td> <td>65,000</td> <td>22,000</td> </tr> <tr> <td>2019 YTD</td> <td>12,000</td> <td>8,000</td> <td>65,000</td> <td>22,000</td> </tr> </tbody> </table>	Year	Sanitary (Feet)	Storm (Feet)	Sanitary Target (Feet)	Storm Target (Feet)	2016	42,000	0	65,000	22,000	2017	48,000	0	65,000	22,000	2018	105,000	22,000	65,000	22,000	2019 YTD	12,000	8,000	65,000	22,000	<p><b>Sewer Problem Complaints</b></p> <table border="1"> <thead> <tr> <th>Year</th> <th>City's responsibility</th> <th>Homeowner's responsibility</th> <th>Total</th> <th>Target (10% or less)</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>5</td> <td>67</td> <td>72</td> <td>7.2</td> </tr> <tr> <td>2017</td> <td>11</td> <td>134</td> <td>145</td> <td>14.5</td> </tr> <tr> <td>2018</td> <td>6</td> <td>142</td> <td>148</td> <td>14.8</td> </tr> <tr> <td>2019 YTD</td> <td>0</td> <td>37</td> <td>37</td> <td>3.7</td> </tr> </tbody> </table>	Year	City's responsibility	Homeowner's responsibility	Total	Target (10% or less)	2016	5	67	72	7.2	2017	11	134	145	14.5	2018	6	142	148	14.8	2019 YTD	0	37	37	3.7
Year	Sanitary (Feet)	Storm (Feet)	Sanitary Target (Feet)	Storm Target (Feet)																																																
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Other/ comments	The target for sanitary lines is the 3 year average. The target for storm lines is the prior year actual.	Our target is for sewer complaints to be the City's responsibility no more than 10% of the time. A homeowner's private line begins a the point of connection to the sewer main.																																																		
	The sanitary sewer system has over 17,000 customers and is estimated to consist of over three hundred (300) miles of sanitary sewer, several thousand manholes and approximately six thousand four hundred (6,400) catch basins.																																																			

<b>Dept.</b>	<b>AIRPORT</b>
<b>KPI Measure</b>	Jet A Fuel Sales
<b>Rationale/ Definition</b>	Fuel sales are the largest revenue stream for the airport, especially the sale of Jet A.
<b>Frequency</b>	Monthly
<b>Data Source</b>	Jet A Fuel Sales Data



**Other/ comments**

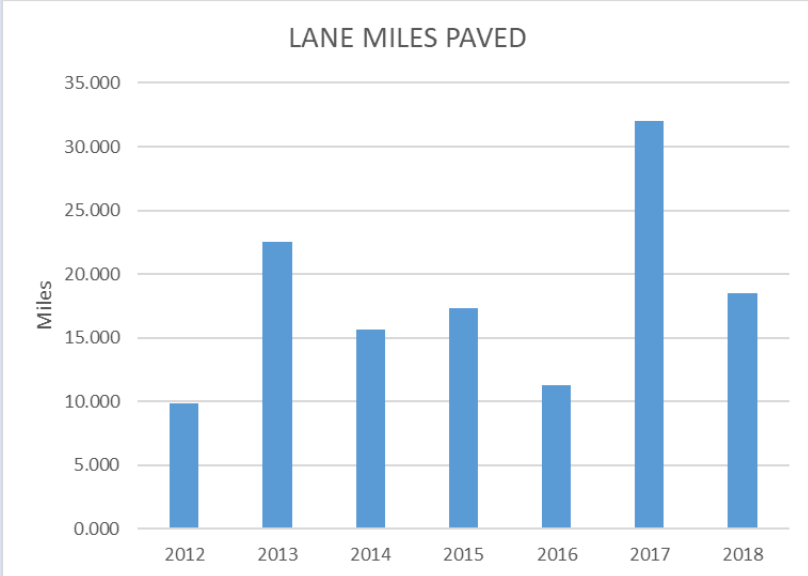
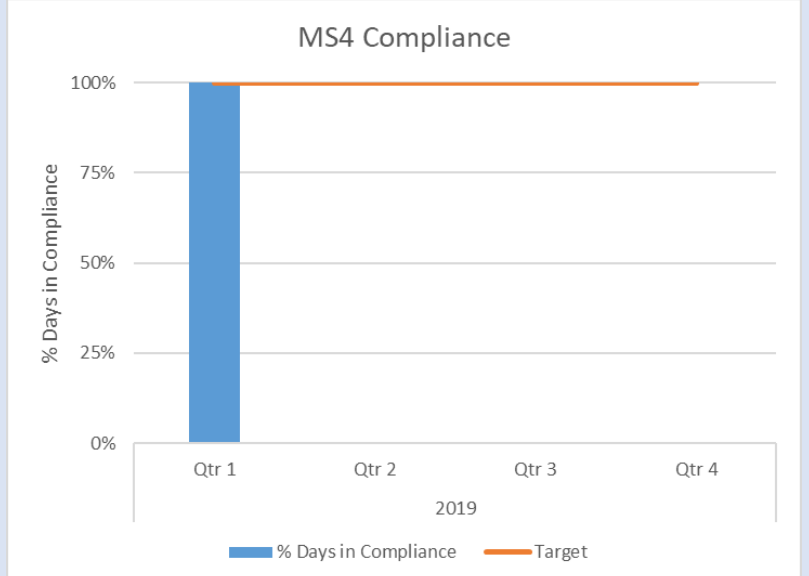
The target is based on a review of average growth rate on the last 10 years of sales data and represents a 3% increase from 2018 sales.

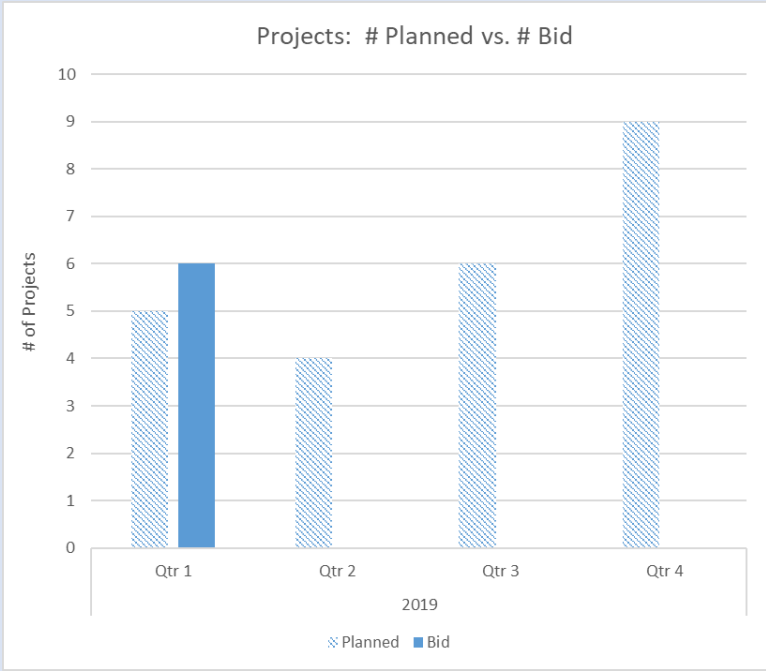
2018 fuel sales increased 18% over the prior year.

The airport facilitates a high volume of corporate aircraft traffic, which primarily purchases Jet A fuel.



<b>Dept.</b>	<b>AIRPORT</b>	<b>AIRPORT</b>																																								
KPI Measure	Hangar Capacity Utilized	Star Rating – airnav.com																																								
Rationale/ Definition	To monitor the management of this revenue-generating asset.	Feedback from our customer base is an important way of measuring the level of service we offer.																																								
Frequency	Monthly	Quarterly																																								
Data Source	Airport Director	Airport Director/airnav.com website																																								
<b>Graph</b>	<table border="1"> <caption>Hangar Capacity Utilization Data</caption> <thead> <tr> <th>Month</th> <th>% Utilized</th> </tr> </thead> <tbody> <tr><td>Mar 2018</td><td>95%</td></tr> <tr><td>Apr 2018</td><td>95%</td></tr> <tr><td>May 2018</td><td>95%</td></tr> <tr><td>Jun 2018</td><td>88%</td></tr> <tr><td>Jul 2018</td><td>88%</td></tr> <tr><td>Aug 2018</td><td>88%</td></tr> <tr><td>Sep 2018</td><td>84%</td></tr> <tr><td>Oct 2018</td><td>84%</td></tr> <tr><td>Nov 2018</td><td>84%</td></tr> <tr><td>Dec 2018</td><td>84%</td></tr> <tr><td>Jan 2019</td><td>92%</td></tr> <tr><td>Feb 2019</td><td>92%</td></tr> <tr><td>Mar 2019</td><td>92%</td></tr> </tbody> </table>	Month	% Utilized	Mar 2018	95%	Apr 2018	95%	May 2018	95%	Jun 2018	88%	Jul 2018	88%	Aug 2018	88%	Sep 2018	84%	Oct 2018	84%	Nov 2018	84%	Dec 2018	84%	Jan 2019	92%	Feb 2019	92%	Mar 2019	92%	<table border="1"> <caption>Star Rating - airnav.com Data</caption> <thead> <tr> <th>Year</th> <th>Actual Rating</th> <th>Target Rating (4 or higher)</th> </tr> </thead> <tbody> <tr><td>2017</td><td>5</td><td>4</td></tr> <tr><td>2018</td><td>5</td><td>4</td></tr> <tr><td>2019 YTD</td><td>5</td><td>4</td></tr> </tbody> </table>	Year	Actual Rating	Target Rating (4 or higher)	2017	5	4	2018	5	4	2019 YTD	5	4
Month	% Utilized																																									
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Year	Actual Rating	Target Rating (4 or higher)																																								
2017	5	4																																								
2018	5	4																																								
2019 YTD	5	4																																								
Other/ comments	<p>Our target is 90% capacity utilized.</p> <p>The airport owns and maintains twenty-five hangars, with varying size and capacity. Monthly rental income provides a solid revenue stream for operations.</p>	<p>AirNav.com is a website that contains airport information, including the entities on the airport that offer FBO services. Users are able to rate and review The City of Findlay Airport (FBO) for other potential customers to see. Along with written reviews, users are able to give a 1-5 star rating. Our target is a 4 star rating or higher.</p>																																								

<b>Dept.</b>	<b>ENGINEERING</b>	<b>ENGINEERING</b>																															
<b>KPI Measure</b>	Lane miles paved	MS4 Compliance																															
<b>Rationale/ Definition</b>	Lane miles paved measures our progress in street maintenance and improvements.	MS4 relates to our adherence to certain USEPA standards.																															
<b>Frequency</b>	Annually	Quarterly																															
<b>Data Source</b>	City Engineer	City Engineer																															
<b>Graph</b>	 <table border="1"> <caption>LANE MILES PAVED</caption> <thead> <tr> <th>Year</th> <th>Miles</th> </tr> </thead> <tbody> <tr><td>2012</td><td>10,000</td></tr> <tr><td>2013</td><td>22,500</td></tr> <tr><td>2014</td><td>15,500</td></tr> <tr><td>2015</td><td>17,500</td></tr> <tr><td>2016</td><td>11,500</td></tr> <tr><td>2017</td><td>32,000</td></tr> <tr><td>2018</td><td>18,500</td></tr> </tbody> </table>	Year	Miles	2012	10,000	2013	22,500	2014	15,500	2015	17,500	2016	11,500	2017	32,000	2018	18,500	 <table border="1"> <caption>MS4 Compliance</caption> <thead> <tr> <th>Quarter</th> <th>% Days in Compliance</th> <th>Target</th> </tr> </thead> <tbody> <tr><td>Qtr 1</td><td>100%</td><td>100%</td></tr> <tr><td>Qtr 2</td><td>0%</td><td>100%</td></tr> <tr><td>Qtr 3</td><td>0%</td><td>100%</td></tr> <tr><td>Qtr 4</td><td>0%</td><td>100%</td></tr> </tbody> </table>	Quarter	% Days in Compliance	Target	Qtr 1	100%	100%	Qtr 2	0%	100%	Qtr 3	0%	100%	Qtr 4	0%	100%
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<b>Other/ comments</b>	The lane miles paved each year is based on projects in the Capital Plan and availability of other funding sources in a given year.	Our target is 100% compliance.  MS4 stands for Municipal Separate Storm Sewer System. The MS4 standards relate to storm water runoff, erosion, and water quality. It is to protect surface water such as Blanchard River, Eagle Creek, etc.																															

<b>Dept.</b>	<b>ENGINEERING</b>	<b>ENGINEERING</b>																														
KPI Measure	Projects: # Planned vs. # Bid	% of Projects closed at or below bid and/or estimate																														
Rationale/ Definition	This measure shows our ability to be pro-active and get planned projects out to bid timely.	This measure tracks our ability to keep costs within project estimates.																														
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Data Source	City Engineer	City Engineer																														
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2017	12	92%																														
2018	12	100%																														
Other/ comments	We develop and follow a 5-year capital plan (revised annually) which includes multiple year grants, etc. Each year the projects are planned by quarter based on nature of the project and to obtain optimal pricing.	This is a newer measure and no formal targets have been set.																														

<b>Dept.</b>	<b>TAX</b>	<b>TAX</b>																															
<b>KPI Measure</b>	Processing Time	Past Due Collections																															
<b>Rationale/ Definition</b>	Processing efficiency is a key element of a productive tax department.	We continually pursue and monitor past due accounts to maximize collection of past-due taxes.																															
<b>Frequency</b>	Annually	Monthly																															
<b>Data Source</b>	Tax Administrator	Tax Administrator																															
<b>Graph</b>	<table border="1"> <caption>Tax Processing - Target Dates</caption> <thead> <tr> <th>Category</th> <th>Actual</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>W-2s entered &amp; reconciled</td> <td>4/12/2018</td> <td>6/29/2018</td> </tr> <tr> <td>Season-filed returns processed</td> <td>7/9/2018</td> <td>6/29/2018</td> </tr> <tr> <td>Refunds processed</td> <td>4/26/2018</td> <td>5/4/2018</td> </tr> <tr> <td>Payments posted</td> <td>4/19/2018</td> <td>4/20/2018</td> </tr> </tbody> </table>	Category	Actual	Target	W-2s entered & reconciled	4/12/2018	6/29/2018	Season-filed returns processed	7/9/2018	6/29/2018	Refunds processed	4/26/2018	5/4/2018	Payments posted	4/19/2018	4/20/2018	<table border="1"> <caption>Income Taxes - Past Due Collections</caption> <thead> <tr> <th>Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>\$460,000</td> </tr> <tr> <td>2014</td> <td>\$440,000</td> </tr> <tr> <td>2015</td> <td>\$430,000</td> </tr> <tr> <td>2016</td> <td>\$520,000</td> </tr> <tr> <td>2017</td> <td>\$590,000</td> </tr> <tr> <td>2018</td> <td>\$790,000</td> </tr> <tr> <td>2019 YTD</td> <td>\$230,000</td> </tr> </tbody> </table>	Year	Amount	2013	\$460,000	2014	\$440,000	2015	\$430,000	2016	\$520,000	2017	\$590,000	2018	\$790,000	2019 YTD	\$230,000
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2019 YTD	\$230,000																																
<b>Other/ comments</b>	Target due dates are set at the beginning of the year for major processing tasks related to that year's tax collections.	The KPI is new and no targets have been set yet.																															

Dept.	COMPUTER SERVICES									
KPI Measure	Help Desk Tickets: Average response time and average service time									
Rationale/ Definition	Tracking response and service times measures our efficiency and ability to resolve issues in a timely fashion, thereby minimizing any loss of employee productivity.									
Frequency	Monthly									
Data Source	Help Desk Ticket System									
Graph	<table border="1"> <caption>Help Desk Tickets Performance Data</caption> <thead> <tr> <th>Metric</th> <th>2019 YTD (479 tickets)</th> <th>Goal</th> </tr> </thead> <tbody> <tr> <td>Avg response time minutes</td> <td>39</td> <td>240</td> </tr> <tr> <td>Avg service time minutes</td> <td>102</td> <td>240</td> </tr> </tbody> </table>	Metric	2019 YTD (479 tickets)	Goal	Avg response time minutes	39	240	Avg service time minutes	102	240
Metric	2019 YTD (479 tickets)	Goal								
Avg response time minutes	39	240								
Avg service time minutes	102	240								
Other/ comments	<p>The target is to respond to and resolve issues in less than 240 minutes (4 hours).</p> <p>Response time is ticket submission → first response; and service time is ticket submission → problem resolution.</p>									

May 1, 2019

To the Honorable Mayor Muryn, Council President Ronald Monday, and the honorable members of City Council:

As your outgoing Zoning/Floodplain Administrator, please allow me to express my sincere love and respect for a city that I have been very proud to call my home. I have taken every opportunity to brag about Findlay over the years in my travels or when I've met up with family or friends. I've been sure to let them know that Findlay is very special and I have truly been privileged to be a servant to her citizens. It has been fun to congratulate and welcome new residents to our city and I have assured them that they have made a very good choice by coming to Findlay.

Where do I begin? The school system here is top-notch; the fire department is as professional and well-trained as you will ever see; and our police department works under some of the most difficult circumstances. If you ever get the opportunity to ride with an officer, do it. You will realize what challenges they face every day. Each city department is filled with some of the most talented and dedicated workers you can find anywhere. These are understatement.

Our hospital is staffed with very skilled and caring medical professionals and works endlessly to meet the highest standards.

We have a very engaged religious community and Findlay is saturated with many kindhearted and giving individuals.

Yes, Findlay is an easy sell. There isn't much to complain about, however, there is nothing wrong with striving to do better.

Over the years, I have always admired the courage of the small business owners. They are the ones taking all of that risk and facing so many challenges. I know how hard they work. The large corporations I have dealt with have always been cooperative and professional. I've done my best to be an ally to the business community.

Over the years, I have worked with some extraordinary people. All of the mayors served honorably and did their best to serve this community well. I will always be thankful to Mayor Romick, who hired me initially. John Stozich was truly a great man who will always be missed and Mayor Milhalik has raised the performance standard to a level that will be difficult to match and will serve as a motivation to build on what she has started. She was really outstanding. City Engineer, Bob Morrison, was a man I respected greatly and John Anning served as my mentor and had a lot of influence on me. I have learned many things from some mighty fine public servants and I know I have failed to mention dozens of others.

When we talk about "debt reduction", there is one debt the City will never be able to settle, and that's when we lost John Seman. John was as fine a public servant as I have seen. His legacy represents the gold standard when it comes to character, integrity, dedication, and performance. He had wisdom way beyond his years and his memory should be an inspiration to all.

My successor will take his own path to manage many of the difficult challenges ahead. Give Erik the chance to celebrate his victories in helping others and learn from his mistakes. I know he will be devoted to this community and will treat the citizens with the respect and customer service they deserve.

I'm thankful for all of the support from my parents and the work ethic they instilled in me.

My wife, Bette, has been my anchor and my purpose. She means everything to me and I hope I will be worth the wait.

I have too many folks to thank, but I've been trying. Most importantly, thank you, to the great citizens of Findlay, for letting me be your very humbled public servant. It has been an honor, to say the least. Findlay will always be in the deepest part of my heart.

Respectfully,

A handwritten signature in blue ink, appearing to read "Todd Richard", with a stylized, cursive script.

Todd Richard

# 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  
findlayohio.com/incometax

Christina Muryn  
Mayor

Andrew Thomas  
Tax Administrator

## Monthly Collection Report to Findlay Council

April 2019

Total collections for April 2019: \$3,575,822.24

	<u>2019</u> <u>Year-to-date</u>	<u>2018</u> <u>Year-to-date</u>	<u>Variance</u>
Withholders	6,615,643.32	7,312,833.74	-697,190.42
Individuals	1,696,107.26	1,512,208.00	183,899.26
Businesses	<u>1,176,117.67</u>	<u>1,135,699.33</u>	<u>40,418.34</u>
<b>Totals</b>	9,487,868.25	9,960,741.07	-472,872.82 -4.75%

### Actual & Estimated Past-due Taxes

Withholders	583,629.37
Individuals	2,664,301.30
Businesses	<u>188,959.03</u>
<b>Total</b>	3,436,889.70

### Actual and Projected Revenue

	<u>2019</u> <u>Actual</u> <u>Year-to-date</u>	<u>Percentage</u> <u>of Projection</u> <u>Collected</u>	<u>Amount</u> <u>to Meet</u> <u>Projection</u>	<u>Percentage</u> <u>to Meet</u> <u>Projection</u>	<u>2019</u> <u>Projected</u> <u>Year End</u>
Withholders	6,615,643.32	34.26%	12,697,156.68	65.74%	19,312,800.00
Individuals	1,696,107.26	59.83%	1,138,892.74	40.17%	2,835,000.00
Businesses	<u>1,176,117.67</u>	33.60%	<u>2,323,882.33</u>	66.40%	<u>3,500,000.00</u>
<b>Totals</b>	9,487,868.25	36.99%	16,159,931.75	63.01%	25,647,800.00



**Refunds Paid**

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	7	15	755.01	1,771.85
Individuals	290	602	116,234.64	224,450.62
Businesses	<u>12</u>	<u>31</u>	<u>14,479.40</u>	<u>25,971.27</u>
<b>Totals</b>	309	648	131,469.05	252,193.74

**Transfers of Overpayments**

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	1	2	91.64	512.34
Individuals	100	268	22,780.70	50,710.44
Businesses	<u>25</u>	<u>167</u>	<u>9,738.00</u>	<u>96,585.92</u>
<b>Totals</b>	126	437	32,610.34	147,808.70

  
\_\_\_\_\_  
Andrew Thomas, Administrator

5-1-19  
\_\_\_\_\_  
Date

# Findlay Income Tax Department

## Monthly Collections Report

Wednesday, May 1, 2019

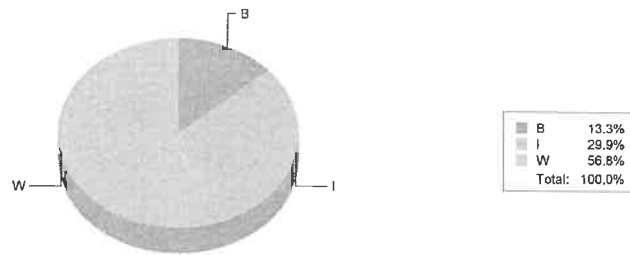
10:13:02AM

For Period April 1, 2019 through April 30, 2019

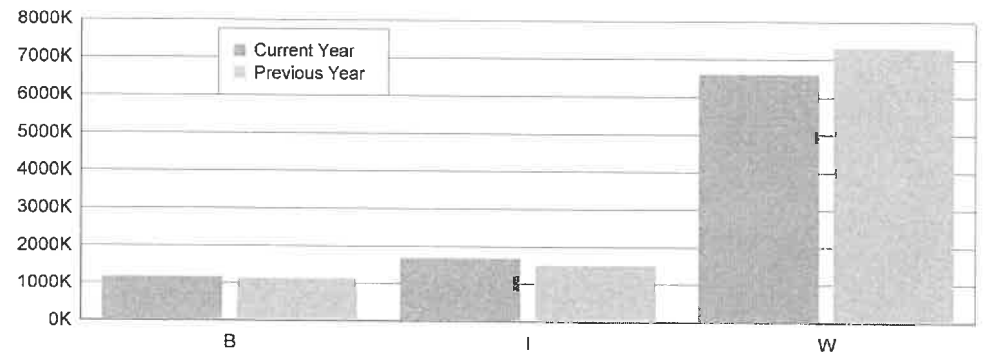
### City of Findlay

Account Type	Monthly Total	2019 Year to Date	2018 Year to Date	Increase (Decrease)	% Change	2019 Month to Date	Previous Year(s) Month to Date
<b>W</b>	<b>2,031,654.00</b>	<b>6,615,643.32</b>	<b>7,312,833.74</b>	<b>-697,190.42</b>	<b>-9.53</b>	<b>2,005,456.04</b>	<b>26,197.96</b>
<b>I</b>	<b>1,068,818.01</b>	<b>1,696,107.26</b>	<b>1,512,208.00</b>	<b>183,899.26</b>	<b>12.16</b>	<b>193,367.64</b>	<b>875,450.37</b>
<b>B</b>	<b>475,350.23</b>	<b>1,176,117.67</b>	<b>1,135,699.33</b>	<b>40,418.34</b>	<b>3.56</b>	<b>177,080.37</b>	<b>298,269.86</b>
<b>Totals:</b>	<b>3,575,822.24</b>	<b>9,487,868.25</b>	<b>9,960,741.07</b>	<b>-472,872.82</b>	<b>-4.75</b>	<b>2,375,904.05</b>	<b>1,199,918.19</b>

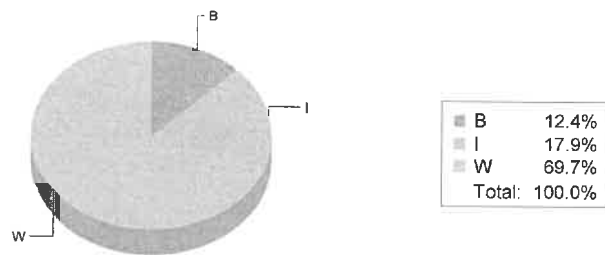
Monthly Collections by Account Type



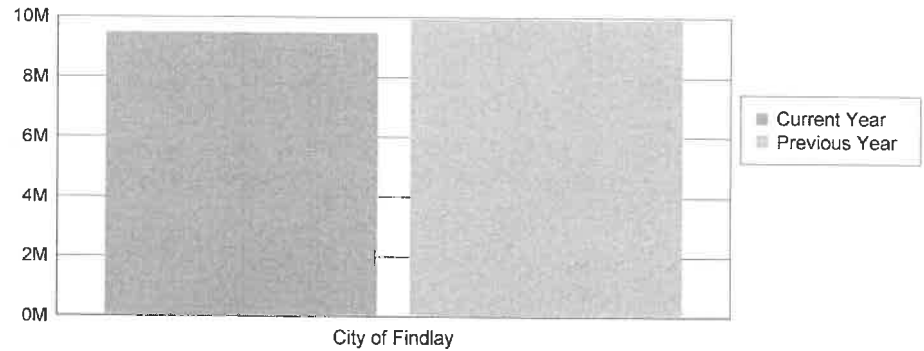
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections







# City of Findlay Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862  
Telephone: 419-424-7133 • Fax: 419-424-7410  
findlayohio.com/incometax

Christina Muryn  
Mayor

## Monthly Collection Report to City Council

For the Month of April 2019

Resolution 36-2009 and Chapter 194 Section 7(F)(1) Addendum

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u>0</u>	<u>0</u>
B. Cumulative quantity:	<u>2</u>	<u>81</u>
C. Cumulative quantity with no filing obligations:	<u>          </u>	<u>10</u>
D. Cumulative quantity with no tax liabilities:	<u>          </u>	<u>19</u>
E. Cumulative quantity HB 49 Opt-in election:	<u>          </u>	<u>1</u>
F. Cumulative quantity remaining (B – C – D – E):	<u>2</u>	<u>51</u>

For the remaining 2 individual and 51 business taxpayers (F), the aggregate reported estimate declarations, primarily for tax year 2018, amount to \$2,225,287.00

Pursuant to Resolution Number 36-2009 and/or Section 7(F)(1) of Chapter 194 of the Codified Ordinances, the Tax Department has informed the cumulative quantities of individual and business taxpayers that the Tax Department would not be enforcing the estimate payment provisions delineated in Section 7 of Ordinance Number 1976-106, as amended or in Section 7 of Chapter 194 of the Codified Ordinances. The Tax Department has informed these individual and business taxpayers that the annual income taxes on net profits attributable to the City should be paid when the annual income tax returns are filed by the original or by the legitimately-extended due date, when each amount of annual tax liability can be certified as due by each taxpayer, or be paid by prearranged installment due dates of February 15, May 15, July 15, and October 15 after the tax year.

  
Andrew Thomas, Tax Administrator

5-1-19  
Date

# Office of the Mayor

Christina M. Muryn

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.  
Safety Director

Brian A. Thomas, P.E., P.S.  
Service Director

May 1, 2019

Honorable City Council  
Findlay, OH 45840

RE: Annual Bids and Contracts

Dear Council Members:

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

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

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

Thank you for your consideration in this matter.

Sincerely,



Brian A. Thomas, P.E., P.S.  
Service Director

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

# Office of the Mayor

Christina M. Muryn

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.  
Safety Director

Brian A. Thomas, P.E., P.S.  
Service Director

Honorable City Council  
Findlay, OH 45840

May 2, 2019

RE: Capital Improvement Appropriation for April

Dear Council Members:

I would like to use the Capital Improvement allocation from April to get funds transferred for the departments so they can order more equipment. I would like to point out that the manufacturer only made a certain number of 2019 police cruisers and the inventory has already been sold. The additional cost for a 2020 police cruiser is \$1,220 above what was in the 2019 Capital Plan.

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

From: CIT Fund – Capital Improvements Restricted Account	\$ 565,100	
To: Police #21012000-other		\$ 240,600
To: Rec Functions #21044400-other		\$ 85,000
To: Cemetery #2104600-other		\$ 30,000
To: Traffic Signals #22043200-other		\$ 209,500
From: CIT Fund – Capital Improvements Restricted Account	\$ 50,000	
To: 2019 CUBE Parking Lot Repairs (31993700)		\$ 10,000
To: 2019 Traffic Signal Upgrades (32890600)		\$ 40,000

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

Sincerely,



Brian Thomas  
Service Director/Acting City Engineer

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

**2019 CAPITAL IMPROVEMENTS APPROPRIATIONS**  
**April Allocation**

<b>FROM: CIT Fund - Capital Improvement Restricted Account</b>	<b>\$565,100</b>	
<b>To: Police Department #21012000-other</b>	<b>\$240,600</b>	
Replace 2014 Ford Taurus Interceptor		\$1,220
Replace 2015 Ford Taurus Interceptor		\$1,220
Replace 2015 Ford Taurus Interceptor		\$1,220
Replace 2014 Ford Taurus SUV		\$46,220
Replace 2015 Ford Taurus SUV		\$46,220
Replace 1997 Cheverolet G3500 Van (Property Officer)		\$45,000
Replace 2006 Ford Taurus		\$45,000
Replace 2012 Ford Escape (Court Officer)		\$45,000
Two Speed Radar Units (Split with Traffic)		\$9,500
<b>TO: Rec Functions #21044400 - other</b>	<b>\$85,000</b>	
Genie Lift		\$85,000
<b>TO: Cemetery #2104600 - other</b>	<b>\$30,000</b>	
Two Mowers		\$30,000
<b>TO: Traffic Signals #22043200 - other</b>	<b>\$209,500</b>	
Replace 2000 Chevy Large Bucket Truck		\$200,000
Two Speed Radar Units (Split with PD)		\$9,500
 <b><u>Appropriate Funds - Projects</u></b>		
<b>FROM: CIT Fund- Capital Improvement Restricted Account</b>	<b>\$50,000</b>	
TO: 2019 CUBE Parking Lot Repairs (31993700)		\$10,000
TO: 2019 Traffic Signal Upgrades (32890600)		\$40,000



**City of Findlay**  
**City Planning Commission**  
City Council Chambers, 1<sup>st</sup> floor of Municipal Building  
Thursday, May 9, 2019 - 9:00 AM

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**SWEARING IN**

**APPROVAL OF MINUTES**

**ITEMS TABLED AT THE APRIL 11, 2019 MEETING**

**ALLEY/STREET VACATION PETITION #AV-01-2019 filed to vacate an east/west alley between 319 and 321 S. Main Street from S. Main Street east to the first north/south alley.**

**PETITION FOR ZONING AMENDMENT #ZA-02-2019 filed to rezone 305 & 307 W. Lincoln Street from C-2 General Commercial to R-4 Duplex/Triplex.**

**NEW ITEMS**

- 1. PETITION FOR ZONING AMENDMENT #ZA-04-2019 filed to rezone 533 Davis Street from R-2 Single Family Medium Density to R-4 Duplex/Triplex.**
- 2. APPLICATION FOR CONDITIONAL USE #CU-02-2019 to permit a pawn shop to operate at 200 S. Main Street, Findlay. The lot is zoned C-3 Downtown Commercial and pawn shops are not a permitted use in this district.**
- 3. APPLICATION FOR SITE PLAN REVIEW #SP-09-2019 filed by Findlay DHOP, LLC 9010 Overlook Blvd, Brentwood, TN for a 9,026 square foot Dollar General store to be located at 2050 W. Main Cross Street in Liberty Township.**
- 4. APPLICATION FOR SITE PLAN REVIEW #SP-10-2019 filed by Werk-Brau, 2800 Fostoria Avenue, Findlay for a proposed 82,560 square foot manufacturing facility to be located at 2800 Fostoria Avenue, Findlay.**

**ADMINISTRATIVE APPROVAL**

**APPLICATION FOR SITE PLAN REVIEW #SP-11-2019 filed by Findlay Cartage Company, Inc., 200 Northparke Drive for additional truck parking at 200 Northparke Drive.**

**ADJOURNMENT**

# City of Findlay City Planning Commission

Thursday, April 11, 2019 – 9:00 AM

## Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

**MEMBERS PRESENT:**

Mayor Christina Muryn  
Jackie Schroeder  
Brian Thomas  
Dan Clinger  
Dan DeArment

**STAFF ATTENDING:**

Matt Cordonnier, HRPC Director  
Eric Adkins, City Zoning Inspector  
Jeremy Kalb, Engineering Project Manager  
Judy Scrimshaw, Development Services Planner

**GUESTS:**

Jodi Mathias, Kyle Inbody, Holly Frische, Dan Stone, Tom Shindeldecker, Lou Wilin, Shawn Hoover, Melissa Zuern, Garry Lanagan, Todd Jenkins, Ed Romatowski, Paul Craun, Deric Luginbihl, Gary McMillen

**CALL TO ORDER**

**ROLL CALL**

The following members were present:

Mayor Christina Muryn  
Dan Clinger  
Jackie Schroeder  
Brian Thomas  
Dan DeArment

**SWEARING IN**

All those planning to give testimony were sworn in by Judy Scrimshaw.

**APPROVAL OF MINUTES**

Dan Clinger made a motion to approve the minutes of the March 14, 2019 meeting. Dan DeArment seconded. Motion carried 5-0-0.

## **NEW ITEMS**

**1. ALLEY/STREET VACATION PETITION #AV-01-2019 filed to vacate an east/west alley between 319 and 321 S. Main Street from S. Main Street east to the first north/south alley.**

### **CPC STAFF**

#### **General Information**

This request is for an alleyway in downtown Findlay. The area is zoned C-3 Downtown Commercial. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Downtown.

#### **Staff Analysis**

This alley has been used as outdoor dining space for several years. Because it is still public right-of-way, the restaurant has had an outdoor dining permit from the City to use it.

The petition is only signed by the owner of 319 S. Main Street. We have received an email from the owner of 321 S. Main Street stating that they are not in favor of the vacation.

Therefore, Staff recommends denial of the petition. City Council does have a process that the applicant can pursue without signature of all adjoining owners. The applicant can choose to follow that course. It will be City Council's decision to vacate or not after that process has run its course.

### **ENGINEERING**

No comment.

### **FIRE PREVENTION**

No comment.

### **RECOMMENDATION**

Staff recommends **that FCPC recommend denial to Findlay City Council of ALLEY/STREET VACATION PETITION #AV-01-2019 filed to vacate an east/west alley between 319 and 321 S. Main Street from S. Main Street east to the first north/south alley.**

### **DISCUSSION**

Dan Stone explained that they are requesting the vacation in order to comply with a State of Ohio Building Code review that is requiring them to construct a secondary means of egress from the second floor. This will mean that a set of stairs has to be constructed. Since there are three tiers on the building itself, the only place it can go is on the south side of the building into the alley. Mr. Stone said they have been in discussion with the owners at 321 S. Main Street. They are aware of what is going on. The property owners are cordial with each other. He thinks Mr. Koehler did not want to sign the petition because they are not sure how it is going to work out with the current outdoor dining area that 321 S. Main uses here. He said they do not intend to close off or block the alley from use, but they need some of the area to construct this secondary means of egress from the second floor.

Mr. Stone reported that the stairwell design has been through the Downtown Design Review Board process and it has been approved. They are working with zoning and the City on a possible encroachment agreement.

Dan DeArment asked if the stairs could come off the back of the building. Dan Stone explained that since the building stair steps down from three to one floors toward the back, there is no access to the second floor at the rear. There are six or seven parking spaces at the back also that could be reduced if the stairway had to locate there. He is also not sure how the State would look at the route or travel paths for that either. Probably not the most efficient for time to exit in an emergency.

Dan Clinger said they received an email that Mr. Koehler and the Gardners had not discussed this and he was opposed. Mr. Stone said he has talked to James personally but did not know if the two parties had discussed face to face. They are both his clients so he knows there is some communication even if through him. He knew that James wouldn't sign initially because they did not have any agreement on the outdoor seating.

Mr. Clinger asked if there has been any discussion that if the alley is vacated the restaurant could still use the other half. Mr. Stone said that is one of the things that needs discussed and worked out. They now know exactly where the stairwell will be and how it will be positioned. They know how it will impact the outdoor seating now. Mr. Clinger said he thought it would be good to have some kind of agreement between the owners before we proceed with the vacation. He asked what the schedule on the construction would be for the staircase. A representative for the applicant stated that Phase 2 for the second floor is scheduled to be complete August 1.

Mayor Muryn said that since we currently have the objection to the vacation, and it would be our recommendation to deny the vacation at this time, would the applicant prefer this is denied or tabled to give them time to discuss. Mr. Stone said he would rather have the recommendation and move it on to Council. Mr. Clinger said he thought a denial would make Council not look favorably on it. Might be better to table and look at it next month after some discussion between the property owners.

Mr. commented that at long as Mr. Koehler is willing to talk about it he is okay with that. He stated that only about 6' will be taken up with the addition. It will still remain a thoroughfare except during construction when it will have to be closed for safety reasons. Dan DeArment asked if the stairs would go toward the front or back. Mr. Stone replied that they will go toward the front. Mr. DeArment said then it would block the view from the street. Mr. replied that it doesn't change either way, it is still the same size of structure. Dan Stone stated that this is a full enclosure, not an open staircase. According to the architect, the Stated does not allow those anymore. Mr. Stone said it is offset from the front around 40'.

Mr. DeArment stated that if they table this and the owners come back with some sort of agreement, then they can approve it, it will look more favorably for City Council.

**MOTION**

Dan DeArment made a motion to table ALLEY/STREET VACATION PETITION #AV-01-2019 filed to vacate an east/west alley between 319 and 321 S. Main Street from S. Main Street east to the first north/south alley.

2<sup>nd</sup>: Dan Clinger seconded

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

**2. PETITION FOR ZONING AMENDMENT #ZA-02-2019 filed to rezone 305 & 307 W. Lincoln Street from C-2 General Commercial to R-4 Duplex/Triplex.**

**CPC STAFF****General Information**

This request is located on the south side of W. Lincoln Street just west of S. West Street. It is currently zoned C-2 General Commercial. All surrounding lots are also zoned C-2. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Single Family Small Lot.

**Parcel History**

There are two existing single-family homes (one on each lot) on the parcel.

**Staff Analysis**

The applicant is proposing to demolish both houses and would like to construct a new duplex in their place. Both are in poor condition and sit on extremely small lots. One lot is listed as 22.57' wide and the other is 27.93' wide.

The applicant has stated that he would combine the two lots and construct a new duplex there. The new lot will be just over 50' wide and the applicant will have to submit drawings to the zoning office to show that he can meet all setback requirements and provide off street parking for a minimum of 4 vehicles in order obtain the permit.

The area has several two and three family dwellings mixed into the neighborhood now. This area is definitely not commercial property as zoned now.

**Staff Recommendation**

CPC Staff recommends that FCPC recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-02-2019 filed to rezone 305 & 307 W. Lincoln Street from C-2 General Commercial to R-4 Duplex/Triplex.

**ENGINEERING**

No comment

**FIRE PREVENTION**

No Comment

## **RECOMMENDATION**

Staff recommends that FCPC recommend approval to Findlay City Council of **PETITION FOR ZONING AMENDMENT #ZA-02-2019 filed to rezone 305 & 307 W. Lincoln Street from C-2 General Commercial to R-4 Duplex/Triplex.**

## **DISCUSSION**

Dan DeArment asked how they would provide parking. Deric Luginbihl replied that he does not have access to the alley. He would request a curb cut off Lincoln Street. The plans are not drawn yet, but the intent is for a garage for each unit as well as one off street parking spot. Ms. Scrimshaw confirmed that four spots are required for a duplex unit. Mr. Clinger asked if that will fit here. Mr. Luginbihl replied that he has checked out the setbacks required and it will comply. He said it will also depend on if he can have one normal size curb cut or because it is technically two lots, if that could be combined in to one larger cut.

Mr. Clinger commented on some of the setbacks required for this project. Matt Cordonnier replied that this would be considered and “infill” project. It is new construction, but it’s infill for the neighborhood. Those have different, less intense setbacks. The code is designed that way to fit in these older neighborhoods. Mr. Clinger asked if he knew what the current setbacks were on adjacent houses. Mr. Luginbihl said he did not know for sure. Mr. Clinger said that he just did not want to see it come any closer to the street than the other homes. Mr. Luginbihl said that he could not go closer in order to have any off street parking. He can’t have cars hang over the sidewalk.

Melissa Zuern, 311 W Lincoln Street, spoke first. Ms. Zuern said she had concerns about parking at the front of the property and how it might affect her property value. She thought parking would be in the rear. Mr. DeArment thought that is what it would be initially also. He asked if Mr. Luginbihl could make that work. Mr. Luginbihl replied that he has not finalized any plans yet. It would take quite a bit of room to be able to get a driveway there and have less than 40’ to work on for the building. The only option that he could have would be to contact the neighbor to the east to see about an easement to come through his property. Mr. Luginbihl said that if he would allow it, he would rather do that.

Mr. Luginbihl said his goal is to make the City and the neighborhood better with this project. These are the worst houses in the area. He wants to put in a nice property that he can get nice people to live in. He stated that he thinks the house to the west is at least a quad unit. It may interfere with his parking. He said he would pursue that route before designing the building.

Dan Clinger asked about the garage to his south and if it has an occupied living unit in it. Ms. Scrimshaw the Auditor site implied there was a unit there. The neighbors stated that it has not been used as a living space for some time. Dan Clinger said he is hesitant to approve this without some investigation into that option. He and Mr. DeArment said they were inclined to table this until that conversation could take place.

Gary McMillen stated that he lives directly across the street and has looked at this property for many years. His hat is off to Mr. Luginbihl for tearing it down. His biggest concern is the parking situation. He said he does not like front in parking. He is concerned if the owner can fit a house and garage on the property at all. He would like to see some site plan drawings. He has concerns about who may tear them down, how long that will last. He doesn't want to see a lot of trash there for six months. When they moved into the neighborhood, they were good houses but they have just gone downhill over time. They were turned into rentals and were not taken care of.

Mr. Luginbihl said the demo would probably take a week. He has professionals coming in, fences will be set up, it will be demoed and leveled. He will not make the place look trashy. If he cannot build this year, it will be planted in grass. He would like to get them demoed now and be able to start his project before winter. The property is of no value financially now, so the sooner he can get going the better. Gary McMillen said he knows there is probably asbestos in the homes and has some concerns with that in the demolition. Mr. Luginbihl said there will be water during the demo process to keep those type of things from travelling. His contractors will be professionals. This is what they do and they know how to handle that.

Next to speak was Ed Romatowski, 315 E. Lincoln Street. Mr. Romatowski said he would be heavily opposed to a curb cut. He stated that going from Arby's to Western, there is not a curb cut onto Lincoln. He agrees that the houses need to come down and it would be great to put something aesthetically nice there. He too would like to see some rendition of what is being proposed. Dan Clinger concurred that it's very much a walking neighborhood. He said he does not have any concerns that Mr. Luginbihl wouldn't follow through with anything he says he is going to do.

Mayor Muryn stated that she would like to clarify one thing. The matter they are asked to consider today is zoning. The parking would be a zoning matter when a site plan is submitted. The question in front the Commission today is if we are fine with a rezone. She stated that she gets the impression that the members are okay with that. Matt Cordonnier stated that she correctly brings up a point. The applicant can bring in any picture and he is no way legally obligated to build that. We cannot put conditions on a rezoning such as we will rezone for you, but you cannot have a curb cut onto the street. Dan Clinger replied that they could hold onto this until they know for sure if there is another option for access. Ms. Scrimshaw stated that he does have a process to go through yet. He has three readings at Council. We are only making a recommendation to Council. Council has the ultimate decision to make once it goes through the process.

Dan DeArment asked who does the site plan review. Matt Cordonnier replied that the zoning department gets the site plan. The City of Findlay does not have a residential building code. In the zoning districts we have here, there is no clause to prevent a garage in the front or an access onto the street. It would be similar to a newer development in a subdivision. It may not be in keeping with the aesthetics of the existing old neighborhood, but our code cannot prevent that.

Dan DeArment asked that if they recommended approval and the zoning was approved, the site plan would then go to zoning. If they could not get access to the rear and it ends up designed with a garage in the front, can zoning deny the front garages. Mr. Cordonnier stated that they either meet the standards of zoning or they do not. Erik Adkins stated that they approve the placement of the building on the property, but they do not approve curb cuts. Those come from the Engineer's office. If they get the curb cut, and he can show he meets the parking requirements, they would issue a zoning permit.

Dan Clinger asked how Engineering would look at that. Jeremy Kalb stated that they look at the curb cuts in the area, but they cannot deny someone access to their property. So if that is the only way to give access to the lot, they cannot deny them a way to get on their property. Brian Thomas stated that there are restrictions on the size of the access. They cannot have a cut the full width of the lot. Twenty-four feet is the normal access for a residential lot.

Dan DeArment said his concern is that if they approve this, they lose control of the process. Mr. Romatowski said he would like to see the tabling until they can see if there is the possibility of getting access elsewhere. Brian Thomas stated that if this does not get rezoned, the houses could stay there. Mr. Cordonnier said that another option would be he demolishes them requests a curb cut and builds a single family home in the same manner with a garage at the front. Mr. Cordonnier said he can share some of the neighbors' concerns, but he has to walk the balance of their property rights as well as the property rights of the applicant.

Mr. Romatowski asked Jeremy Kalb about his comment that they survey the area for curb cuts. Jeremy replied that sometimes a person wants a second access and they look at the area to see how close drives are and if any have two now. In this situation, he has no access at the back. If he did, they could deny him since he can get through there.

Mayor Muryn asked Mr. Luginbihl is tabling this today would cause him significant issues in his process. Mr. DeArment said it would be on next month's agenda. He would just need to try to get the easement from the neighbor in that time. Dan Clinger stated that they approve contingent on the access, but if he can't get it..... Ms. Scrimshaw interrupted to state that they are not approving anything. They are only making a recommendation to council on them proceeding with the process. She said she does not think they can put a condition of the recommendation.

Mr. DeArment said he would move to table it then.

Mrs. McMillen came forward and said her concern is for the school children walking home. During the hours of 9 and 9:30 and 3 and 3:30 there are many students coming and going. With parking in the front, she is concerned with the backing out. Jr. High students walk the area also.

### **MOTION**

Dan DeArment made a **motion to table PETITION FOR ZONING AMENDMENT #ZA-02-2019 filed to rezone 305 & 307 W. Lincoln Street from C-2 General Commercial to R-4 Duplex/Triplex.**

**2<sup>nd</sup>:** Dan Clinger seconded



Dan Clinger asked if he could proceed with his demolition plan and possibly go in and build single family if this does not go through. Ms. Scrimshaw stated that he may still need to rezone to R-3 because C-2 does not permit housing. Eric Adkins stated that he has already gotten his demo permit as well as one for another property he plans to redevelop.

**VOTE:** Yay (4) Nay (1) Abstain (0)

**3. PETITION FOR ZONING AMENDMENT #ZA-03-2019 filed to rezone 731 W. Sandusky Street from R-3 Single Family High Density to R-4 Duplex/Triplex.**

**CPC STAFF**

**General Information**

This request is located on the south side of W. Sandusky just west of the railroad tracks. It is zoned R-3 Single Family High Density. Land to the north and west is also zoned R-3. To the south and east is zoned I-1 Light Industrial. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Planned Mixed Use Development (PMUD)

**Parcel History**

This is currently the site of a single family home.

**Staff Analysis**

The applicant would like to change the zoning to R-4 Duplex/ Triplex in order to construct a garage with an apartment on the property. It is our understanding that the owner will occupy the new unit.

There appear to be a few duplex/triplex units in the 800 block of the street.

The owner will have to comply with setback standards of the zoning code for the new structure and provide off street parking for at least four vehicles in order to obtain their zoning permit.

**Staff Recommendation**

CPC Staff recommends **that FCPC recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-03-2019 filed to rezone 731 W. Sandusky Street from R-3 Single Family High Density to R-4 Duplex/Triplex.**

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

Staff recommends **that FCPC recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-03-2019 filed to rezone 731 W. Sandusky Street from R-3 Single Family High Density to R-4 Duplex/Triplex.**

**DISCUSSION**

Judy Scrimshaw commented that she was given the information that it is an elderly gentleman that is allowing another family member to take over the house to help take care of him. He would move to the apartment in the rear. Mr. Clinger asked if it would be a single floor apartment with a garage. Erik Adkins said the drawing he saw would have the garage with the living unit in the rear. Mr. Cordonnier said the shape of the lot makes it a little challenging, but if the zoning is approved he still has to meet the standards and it will be up to them to figure it out.

There was no one present to speak on behalf of the applicant and no neighbors to comment either.

**MOTION**

Jackie Schroeder made a motion to recommend approval to Findlay City Council of **PETITION FOR ZONING AMENDMENT #ZA-03-2019 filed to rezone 731 W. Sandusky Street from R-3 Single Family High Density to R-4 Duplex/Triplex.**

2<sup>nd</sup>: Dan DeArment seconded

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

**4. APPLICATION FOR FINAL PLAT #FP-02-2019 to combine parts of Lots 6 & 7 of Findlay Industrial Center and vacate a portion of an existing surge pond easement.**

**CPC STAFF****General Information**

This request is located on the north side of Fostoria Avenue. It is zoned I-1 Light Industrial. Land to the north, east and west is also zoned I-1. To the south is zoned MH Mobil Home. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Industrial.

**Parcel History**

This is currently the site of an industrial business.

**Staff Analysis**

The applicant has purchased pieces of the lots over time and would like to have them combined into one lot.

There is a drainage easement recorded on the original plat that is no longer necessary and they want that removed in order to be able to use that portion of the land.

**Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-02-2019 to combine parts of Lots 6 & 7 of Findlay Industrial Center and vacate a portion of an existing surge pond easement.**

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-02-2019 to combine parts of Lots 6 & 7 of Findlay Industrial Center and vacate a portion of an existing surge pond easement.**

**DISCUSSION**

Brian Thomas stated that he had a comment that he did not have time to get to the staff before the packets went out. The applicant did submit calculations and there is room to expand the pond if needed at some time, but it has plenty of capacity as it sits now to exceed the standards. Therefore, he has no concerns with vacating the easement.

Dan Clinger asked if the parking lot expansion that was done was simply a zoning approval. Ms. Scrimshaw stated that she couldn't remember what all had been through here, but there have been a couple of items recently on this site. Todd Jenkins said there will be a plan for a building coming in soon. This replat will clean up property lines and get that easement vacated. Some of the existing buildings near Fostoria Avenue are leased buildings. Mr. Jenkins said the new building will be occupied by FABCO.

**MOTION**

Dan Clinger made a motion to **approve APPLICATION FOR FINAL PLAT #FP-02-2019 to combine parts of Lots 6 & 7 of Findlay Industrial Center and vacate a portion of an existing surge pond easement.**

**2<sup>nd</sup>:** Jackie Schroeder seconded

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

**5. APPLICATION FOR SITE PLAN REVIEW #SP-07-2019 filed by Service Leaders, LLC, 8146 US 224, New Riegel for a 9792 square foot industrial building, pavement and drive access for its business at 1744 Romick Pkwy, Findlay.**

**CPC STAFF****General Information**

This request is located on Romick Parkway. It is zoned I-1 Light Industrial. To the north, south, east, and west is zoned I-1 Light Industrial. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Regional Commercial.

### **Parcel History**

A site plan was reviewed and approved in October, 2018 for two structures on this lot. One was a 6000 square foot industrial storage building and the other was a 4600 square foot salt hoop building. An 1833 square foot salt building has been constructed so far on the site.

### **Staff Analysis**

The applicant is now proposing to construct a 9792 square foot building and add more pavement and an additional curb cut onto Romick Parkway.

All setbacks for the I-1 district are met with the layout.

Parking in I-1 is based on 1.1 spaces per employee on the largest shift. The plan indicates that the maximum number of employees on site will be five. This calculates to six (6) parking spaces. The plan shows six (6) spots.

Maximum building height in I-1 is 60'. The elevation drawings indicate that the building is 28'-10" at the peak.

There is no freestanding signage on the plan. A letter from the Engineer for the prior site plan stated that any signage will be mounted on the building.

All lighting is provided by wall packs mounted on the building. There is no residential use currently in proximity to the site.

The entries, and an approximately 45.6' wide area on both sides of the building are paved. Much of this was stone in the original submittal. There was only one overhead door on the original proposal at the west end. Now there are two on that end, two on the south side and one on the north side.

### **Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2019 filed by Service Leaders for a 9792 square foot industrial building, pavement and drive access for its business at 1744 Romick Pkwy, Findlay.**

### **ENGINEERING**

#### *Access –*

Two new asphalt drives will be installed on the east side of the property onto W. Romick Parkway. The existing drive will be replaced with full height curb.

#### *Sanitary Sewer –*

The proposed plans show a new sanitary sewer to run to the existing 6-inch lateral on the NE side of the property.

#### *Waterline –*

The plans are proposing a new 2-inch domestic water service to be tied into the existing 8-inch waterline that is located on the west side of W. Romick Parkway.

*Stormwater Management –*

Detention for the site will be achieved by directing drainage to the ditch at the rear of the property, which will then continue to the regional detention facility.

*MS4 Requirements –*

The amount of erodible material that will be disturbed will be less than one acre so the site is will not be required to comply with the City of Findlay's Erosion & Sediment Control Ordinance.

*Recommendations:*

- Approval of the Site Plan

*Following Permits are Needed Before Construction Can Start:*

Waterline Service Connections (2inc) - 1 total

Sanitary Sewer Reconnect- 1 total

Curb Cut/ Drive Permit (74 LF & 98 LF) - 1 total

**FIRE PREVENTION**

Apply for all necessary permits with Wood County Building Department

**RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2019 filed by Service Leaders for a 9792 square foot industrial building, pavement and drive access for its business at 1744 Romick Pkwy, Findlay subject to the following conditions:**

- **Apply for all necessary permits with Wood County Building Department (FIRE)**

**DISCUSSION**

Dan DeArment commented that there is no roof on the current salt building. He stated that he was concerned about the environmental contamination when they had approved this. It was supposed to be a hoop building. The applicant stated that Wood County wanted engineered trusses on this. He said that if they had to go to the expense of that, they were going to increase their investment and go larger on the property. They stopped putting the hoop on. It was December when it happened.

They have decided to match the structure with the building they are putting up to make it more aesthetically pleasing. They took their \$15,000 hoop barn and stuck it in storage. All the salt is gone. Did have some in there in the winter, but used it up and cleaned it out for now.

Dan Clinger asked if the City has any problems with the double access points for the lot. Jeremy Kalb stated that for the amount of traffic and kind of businesses here, they don't have a concern. There is another business in the area that was just approved in the last year that has two also.

Dan Clinger noted that the salt structure is built over easement lines. The applicant said that the concrete guys pinned it off wrong. Dan Stone said he wasn't sure how the easement was set up, but going north it has been filled in and they park on it.

**MOTION**

Dan DeArment made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-07-2019** filed by **Service Leaders, LLC** for a **9792 square foot industrial building, pavement and drive access for its business at 1744 Romick Pkwy, Findlay** subject to:

- **Applying for all necessary permits with Wood County (FIRE)**

**2<sup>nd</sup>:** Brian Thomas seconded

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

**6. APPLICATION FOR SITE PLAN REVIEW #SP-08-2019** filed by **Nipper Industrial Holdings, PO Box 923, Findlay** for a **parking lot and fence at 1700 Fostoria Avenue, Findlay.**

**CPC STAFF****General Information**

This project is located on the north side of Fostoria Avenue west of Bright Road. It is zoned C-2 General Commercial. Land to the south is zoned O-1 Institutions and Offices. To the north is zoned I-1 Light Industrial and C-2 General Commercial. To the east is I-1 Light Industrial. To the west is zoned R-3 Single Family High Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Regional Commercial.

**Parcel History**

The existing building on this site has been a mixed use with a former school, offices and small industrial uses housed inside.

**Staff Analysis**

The applicant is proposing to construct a parking lot on the east side of the building containing 60 parking spaces. Access will be through an existing drive location toward the east side of the building from Fostoria Avenue.

On the west side of the building the applicant is proposing to fence in an area with 6' chain link fencing with three (3) strands of barbed wire on top. We believe this is for outdoor storage of equipment for an industrial user in the building. Per the Fence section of the zoning ordinance (1161.03) barbed wire is only permitted in Industrial zoning districts.

Outdoor storage is a Conditional Use in C-2 and requires Planning Commission approval. If the Commission grants the use, we believe the highest level of screening should be required to protect the abutting residential uses to the west and the office uses to the south.

Section 1161.07.4 Level 3 Screening Option 3 is recommended along the west side abutting the housing development. Staff observed that there is chain link fencing with barbed wire along that property line. This is most likely a remnant from the former factory days. Because it is not permitted in C-2 we recommend removal of the barbed wire. That fencing may be completely removed anyway to accommodate new fencing required for screening. Some type of solid fencing would be preferable around the storage area with landscaping to eliminate that view from the new Credit Union building that was approved last month and the Wells Fargo office in the southwest corner.

The Courier had a large ad in the April 2 paper about Kirk Corporation locating all of its operations to this site. Staff is wondering if there will be semi-trucks and trailers parked on the premises for the trucking component of the business. If so, what accesses will those be using and where will they parking?

### **Staff Recommendation**

CPC Staff recommends **approval of the parking lot on the east side of the building as shown in APPLICATION FOR SITE PLAN REVIEW #SP-08-2019.**

**If Planning Commission grants the conditional use for the storage area Staff recommends that:**

- **Section 1161.07.4 Level 3 Screening Option 3 be used for the west side abutting the residential area**
- **The barbed wire is removed from the chain link fence remaining along that line or that fence is eliminated completely**
- **If other outdoor operations/storage will eventually be on the premises, the plans for those need to be considered and approved also.**

### **ENGINEERING**

*Access –*

Will be from the existing private parking lot and drive.

*Sanitary Sewer –*

No proposed sewer

*Waterline –*

No proposed waterline

*Stormwater Management –*

Detention calculations and a SWPP plan have been submitted with the plans. The plans are proposing a new detention pond to be located on the NE side of the property. The detention pond will be metered into the existing storm manhole that is located within the new parking lot.

*MS4 Requirements –*

The amount of erodible material that will be disturbed will be more than one acre so the site is will be required to comply with the City of Findlay's Erosion & Sediment Control Ordinance. A SWPPP plan has been submitted with the plans.

*Recommendations:*

- Approval of the Site Plan

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

Staff recommends **approval of the parking lot on the east side of the building as shown in APPLICATION FOR SITE PLAN REVIEW #SP-08-2019.**

**If Planning Commission grants the conditional use for the storage area Staff recommends that:**

- **Section 1161.07.4 Level 3 Screening Option 3 be used for the west side abutting the residential area**
- **The barbed wire is removed from the chain link fence remaining along that line or that fence is eliminated completely**
- **If other outdoor operations/storage are intended to be on the premises, the plans for those need to be considered and approved also.**

**DISCUSSION**

Dan Clinger asked what the intent was for the fenced area. Any type of construction equipment? Richard Kirk stated that they have a lay down area about 2 miles east on SR 12. They intend to maintain that. All the lay down and storage of lumber and pipe will stay there. This facility will be for their offices, their shops for equipment maintenance, and parking of dump trucks. There will be some temporary storage of items that will then move to the long term storage area.

Dan Clinger asked if there would be office trailers there. Mr. Kirk explained that when they come off a job and need repaired they will have them there for repairs. The long-term storage will not be at that facility. Dan DeArment asked how big a fleet of dump trucks they have. He replied twenty. Mr. Kirk said the facility has been used for warehousing for years. There is about 150,000 square feet of warehousing there. The truck entrance is on the far west side and they will maintain that for their warehousing.

Matt Cordonnier asked where they accessed the outdoor storage area. Mr. Kirk said it is on the east side of the fenced area. He commented that the buffer area along the residential is already screened. It appears that years ago, when the residential was going to go in, that a buffer was put in. He knows there is barbwire on the fence and they could probably take that off, but they would like to leave the fence there. Todd Jenkins stated that he has lived in that subdivision for 18 years and he would agree to leave the fence and the barbwire, too. He said they get kids coming through all the time and he thinks they need that separation.



Mr. Kirk said this will be the corporate office for all their construction business. The family has considerably improved the property since they have purchased it. They will continue to do that. Dan DeArment said he was concerned about mud coming off from vehicles coming from a construction site. Will that be an issue with the dump trucks coming in and out? Mr. Kirk replied that 30 years ago you would have. You do not have that now. At the sites, you have to get the mud off before you get on the road normally. Towns require that you keep the pavement clean around job sites these days. Dan Stone stated that EPA has stepped up their rules over the years.

Dan Clinger asked what type of screening is along the fence area. Mr. Kirk replied that there is some mounding and trees. Jackie Schroeder noted that there are a lot of trees and such toward the south end, but as you move north it gets sparse. If you're looking out your window on that end, you can easily see everything on this property. Mr. Kirk said it appears that some of the planting died. He stated that some of the residents have been putting trees back up there. There is an area where it thins out and there is a lot of brush. Dan Stone noted that they have to be cautious of power lines back in that area.

Judy Scrimshaw reported that she did have one phone call from a lady who lives on Fostoria Avenue across from the area where Wells Fargo is located. She had concerns about heavy truck traffic going in and out and whether it might affect her property value.

Mr. Kirk said that the truck traffic will be required to use the entry at the west end instead of at the traffic light. They do not come and go at the same times depending on the jobs of course. They are generally gone for the day once they leave.

Christina Muryn asked about the barbwire. She understands that it is not permitted in this zoning now. Should that be removed on the existing fence or should we make some allowance for it to remain? Matt Cordonnier stated that he would consider it grandfathered in and if it stays it will be fine. He does not think we would have to take any action to allow it to stay. Mayor Muryn then asked if the barbwire on the new fencing is to be permitted, should we be sure to have some distinction between the two.

Dan Clinger asked if there will be other heavy equipment like backhoes on the site also. Mr. Kirk replied that it will be at the lay down site. It may come for service and maintenance on occasion, but will not be stored here.

Jackie Schroeder asked if they would consider any solid fencing even on portions of it to reduce interest from kids walking through. Mr. Kirk replied that when you are up at the road because there is a big hump, much of the view is blocked. Wells Fargo is probably the low point of the site. Where the new bank is going is a little higher.

Mr. Kirk stated that he feels that most of what you see now is the large AEP transformer station and you will still see that. Mr. DeArment said he feels we need to be respectful of the new bank and that they will still have a view of construction equipment. He stated that he was in favor of some solid fence and landscaping on that side of the enclosure between the bank and the storage. Mr. Kirk asked if that included landscaping. Mr. DeArment replied yes. Matt Cordonnier read the Level 3 Screening in the City Zoning Code as required for Industrial abutting residential or institutional. Mr. DeArment clarified that we were talking about solid fence on the west and south sides of the enclosure. Mr. Cordonnier noted that Planning Commission has the flexibility to place requirements as they see fit for the circumstances for a conditional use.

Mr. Clinger noted that right now it is a sea of asphalt and for the benefit of the new commercial developments it would be nice to have something down by them. Mr. Kirk said he liked that idea. He said he could work with the bank to get screening down at that end. Mr. Kirk said he would rather keep it tighter to the bank property. Dan Stone talked about helping to define the drive area that goes around the bank more. Mr. Kirk said he has no problem working with the bank to either get something on their property or the other as far as screening.

Ms. Muryn asked if rather than requiring the solid fencing, to give an option to use some of the wind break type material on the fence instead. Mr. Cordonnier said our code addresses the chain link fence with the “webbing” in it. He said it is either discouraged or just not permitted.

Dan Stone replied that he would propose that they work down near the bank and create the landscape buffer. Keep the enclosure chain link and work the residential to help re-establish the buffer toward the north. Mr. Cordonnier said he likes that idea just need to be on the same page as to what constitutes the buffer. Mr. Stone said he would work with the bank and put together a schematic to submit to HRPC for an internal review. Once they get the comments, then they can implement a final plan.

Mr. Clinger said he knows Mr. Kirk keeps coming back to keeping the buffer on the bank property, but he really likes the idea of moving it north to define the drive area from the parking lot. Mr. Kirk said he doesn't know the future plans for the rest of the property, but they will do something. Mr. Stone noted that there is no irrigation out here. The bank will be having irrigation and there's a better chance of keeping the vegetation alive as opposed to out in the parking lot. Brian Thomas stated that if the whole point is to be in the best interest of the credit union and he is willing to work with them on a solution, doesn't that accomplish what we want?

Matt Cordonnier said that when you are driving by he would like to think that people wouldn't notice that there is storage of a lot of construction vehicles out there as well as helping the new bank. He agrees with the filling in along the residential, maybe with arborvitae that will create a barrier but not get so tall to interfere with the power lines.

**MOTION**

Dan Clinger made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-08-2019 for a parking lot and fenced storage area at 1700 Fostoria Avenue, Findlay with the following conditions and approvals:**

- **Work with HOA for the residential area to the west on a plan to fill in the voids along the north end**
- **Barb wire can remain on the fence along the residential, no barb wire on storage enclosure**
- **Work with the Credit Union and Wells Fargo on acceptable screening plan along their properties.**
- **Planning Commission granted permission for the conditional use with this approval**
- **Parking lot on east side of the building is approved as submitted**

**2<sup>nd</sup>:** Jackie Schroeder seconded

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

**ADJOURNMENT**


---

Christina Muryn  
Mayor

---

Brian Thomas, P.E., P.S.  
Service Director

# Office of the Director of Law

Donald J. Rasmussen

318 Dorney Plaza, Rm 310

Findlay, Ohio 45840

Telephone: 419-429-7338 • Fax: 419-424-7245

drasmussen@findlayohio.com

May 2, 2019

Honorable City Council  
Findlay, OH 45840

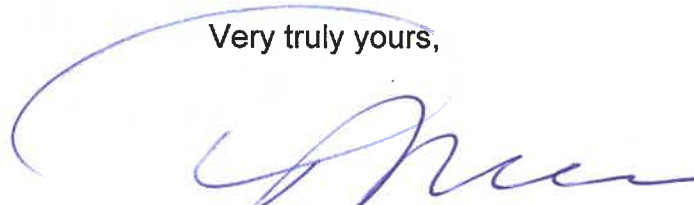
RE: sale of City-owned parking lot  
(Ordinance No. 2019-031)

Dear Council Members:

Included in tonight's packet is Ordinance No. 2019-031 which is for the sale of a City-owned parking lot.

Accompanied with that Ordinance is a proposed Development Agreement between the City of Findlay, the Blanchard Valley Port Authority, and 500 Block West, LLC. Please be advised that there are some changes that need to be made to the agreement including the City receiving a 99 year lease for 26-parking spaces, and perhaps some other very minor rewrites.

Very truly yours,



Donald J. Rasmussen  
Director of Law

**CITY OF FINDLAY, OHIO**  
**BLANCHARD VALLEY PORT AUTHORITY**  
**500 BLOCK WEST, LLC**  
**REAL ESTATE PURCHASE AGREEMENT**

**DRAFT**

**THIS REAL ESTATE PURCHASE AGREEMENT** (“Agreement”) is made by and among the **CITY OF FINDLAY**, an Ohio municipality as defined by Ohio Revised Code Section 703.01(A) (“City”), the **BLANCHARD VALLEY PORT AUTHORITY**, a body corporate and politic and political subdivision of the State of Ohio as defined by Ohio Revised Sections 4582.21 through 4582.59 (“BVPA”), and **500 BLOCK WEST, LLC**, an Ohio limited liability company (“Developer”). The City, BVPA, and Developer shall collectively be referred to as the parties. This Agreement shall be effective on the date the last party signs this Agreement (“Effective Date”).

**WHEREAS**, Developer intends to develop a mixed-use development in the 500 block of the west side of South Main Street, Findlay, Ohio (“Project”);

**WHEREAS**, Developer and BVPA intend to cooperatively participate in the Project pursuant to the terms of a separate agreement(s) between Developer and BVPA;

**WHEREAS**, the Project requires the acquisition of real property owned by the City, the transfer of which is governed by Ohio law;

**WHEREAS**, BVPA will accept title to the Premises (as defined hereinbelow) in accordance with Ohio law;

**WHEREAS**, the parties wish to effectuate the transfer to title of the Premises, as defined herein, from the City to BVPA with terms, conditions, and obligations as hereinafter set forth; and

**WHEREAS**, BVPA will retain title in the Premises for a minimum of five (5) years and thereafter shall transfer the Premises and other real estate discussed herein to Developer.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

- 1. SALE AND PURCHASE OF REAL PROPERTY.** The City agrees to sell and convey, and BVPA agrees to purchase and pay for, upon and under the provisions, terms and conditions herein contained, the real property situated in the City of Findlay, County of Hancock, and State of Ohio, and more particularly described on Exhibit A attached hereto and incorporated herein, together with all improvements on the described property, including all easements, rights of way, and appurtenances, and all of City’s right, title, and interest in all public ways adjoining the property (collectively, “Premises”).
- 2. PURCHASE PRICE.** The City and BVPA agree that the purchase price for the Premises is the sum of One Hundred Thirty Thousand and 00/100 Dollars (\$130,000.00) (“Purchase Price”).

**3. CONDITIONS PRECEDENT AND TITLE TO PREMISES.**

**3.1 Title/Survey.**

3.1.1. Within thirty (30) days after the Effective Date, Developer shall obtain from Flag City Title (“Title Company”) a commitment (“Commitment”) to issue an ALTA Owner’s Policy of Title Insurance in an amount to be determined by the Developer at a later date (“Title Policy”). Developer shall have the right to order and obtain, at its expense, a survey of the Premises (“Survey”). In the event Developer desires to obtain the Survey, then Developer shall obtain such Survey no later than thirty (30) days after the Effective Date. The Survey shall be certified to the City, BVPA, Developer, and the Title Company. The Survey shall be in form and substance sufficient to delete the standard survey exception from the Title Policy. On or before the Closing Date, City shall execute and deliver to the Title Company an affidavit to delete the following standard printed exceptions from the Title Policy, in form reasonably satisfactory to City:

3.1.1.1 Rights of party in possession.

3.1.1.2 Mechanic’s liens.

3.1.1.3 Any and all unrecorded liens, including but not limited to water/sewer liens and tax liens.

3.1.1.4 Any and all assessments.

3.1.1.5 Any and all zoning code violations.

It shall be a condition precedent to the BVPA’s obligation to purchase the Premises that the Title Company can and will, on the Closing Date, issue the Title Policy in accordance with the Commitment and subject only to the Permitted Exceptions (as hereinafter defined).

3.1.2 Developer, at Developer’s expense, may cause an inspection or inspections of the soil and all other improvements of the Premises to be inspected for: (1) a determination of the presence of, or whether there have been releases from the Premises of any asbestos, pollutant, toxic substance, hazardous waste, hazardous material, petroleum and related byproducts, hydrocarbons, radon, asbestos, urea formaldehyde and polychlorinated biphenyl compounds, or oil as defined in, or pursuant to, CERCLA, as amended, RCRA, as amended, the Federal Clean Water Act, as amended, or any other federal, state or local environmental law rule, regulation or ordinance; (2) a determination whether any portion of the Premises constitutes a “wetlands” area, an area designated by the Federal Emergency Management Agency as a “special flood hazard area” or its equivalent, an area of habitat for rare, threatened or endangered plants or animal life, or is a known site

of archeological interest; and/or (3) a determination of the quality of the ambient air, soil, water at or near the Premises (collectively, "Environmental Inspection"). The Environmental Inspection must be acceptable to Developer in its sole discretion.

3.1.3 Developer shall have the right to object to: (i) any matters disclosed by the Commitment that materially and adversely affect the use of the Premises ("Title Objections"); (ii) any matters disclosed by the Survey that materially and adversely affect the use of the Premises ("Survey Objections"); and (iii) any matters disclosed by the Environmental Inspection that materially and adversely affect the use of the Premises ("Environmental Objections"), on or before the expiration of the Due Diligence Period (as hereinafter defined), provided that Developer delivers written notice of any valid Title Objections, Survey Objections, and/or Environmental Objections ("Objection Notice"); otherwise any such Title Objections, Survey Objections, and/or Environmental Objections shall be deemed to be waived by Developer. In the event Developer delivers in a timely manner the Objection Notice, then Developer shall have the right, in its sole discretion, to: (i) to work with City to cure such Title Objections, Survey Objections, and/or Environmental Objections within thirty (30) days from the date of receipt of the Objection Notice ("Cure Period"), or (ii) at any time prior to or during the Cure Period, give notice to the City and BVPA that it is either unable or unwilling to cure any or all of the Title Objections, Survey Objections, and/or Environmental Objections ("No Cure Notice"). In the event Developer does not fully cure the Title Objections, Survey Objections, and/or Environmental Objections within the Cure Period, or if Developer delivers the No Cure Notice, then Developer shall elect to do one (1) of the following: (x) terminate this Agreement, or (y) waive such Title Objections, Survey Objections, and/or Environmental Objections and purchase the Premises with such condition of title as City is able and willing to convey and/or subject to such Title Objections, Survey Objections, and/or Environmental Objections, in which event the items objected to which were not cured shall be deemed to be acceptable to Developer. Developer shall make the foregoing election within three (3) business days after delivering the No Cure Notice or within three (3) business days after the expiration of the Cure Period, whichever is earlier; provided, however, that if Developer fails to timely make such election, then Developer shall be deemed to have elected to purchase the Premises pursuant to the foregoing clause (y).

3.1.4 Notwithstanding anything contained in this Agreement to the contrary, with respect to all matters affecting title to the Premises, and any liens or encumbrances affecting the Premises, Developer acknowledges and agrees that it is relying upon its title insurance policy. If Developer has a claim under the title insurance policy and the subject matter of that claim also constitutes the breach of any representation, warranty or covenant made by either the City or BVPA in this or any other Agreement, Developer agrees that it will look solely to its title insurance policy for recovery of such claim, and Developer shall not assert any claim against the City or BVPA for a breach of a representation, warranty or

covenant with respect to such claim. This section shall survive Closing and delivery of the Deed (as hereinafter defined).

3.2 Release of Mortgages. Except for real estate taxes and assessments not yet due and payable as of the Closing Date, and mortgages, liens and other encumbrances that are Permitted Exceptions, all mortgages, liens and other encumbrances of ascertainable amounts incurred by, for, or on behalf of the City shall be paid by the City at or prior to Closing and removed from record by the Title Company.

4. **CLOSING DATE AND POSSESSION.** The closing of the transactions contemplated by this Agreement shall take place at the offices of Title Company, 320 South Main Street, Findlay, Ohio 45840, on or before May 31, 2020 (“Closing Date”). The City shall deliver possession of the Premises to BVPA on the Closing Date.

5. **CONVEYANCE.** On the Closing Date, the City shall convey title to the Premises to BVPA by general warranty deed (“Deed”), which shall contain the language provided by Section 6.4 and otherwise free and clear of all liens and encumbrances, except the following (collectively, “Permitted Exceptions”): (i) all real estate taxes and assessments, both general and special, if any, not yet due and payable; (ii) declarations, conditions, covenants, restrictions, easements, rights of way and other similar matters of record which are not objected to or are waived by Developer pursuant to Article 3 of this Agreement; (iii) zoning and building ordinances; and (iv) those matters which would be disclosed by an accurate survey of the Premises.

6. **OBLIGATIONS/CONTINGENCIES/REVERTER.**

6.1 Developer’s Obligations. On or before the Closing Date, Developer shall do the following:

6.1.1 Other Real Property. Developer shall cause BVPA to purchase or to contemporaneously purchase all other real property required for the Project, such real property further described in Exhibit B.

6.1.2 Development Plans. Developer shall have completed architectural plans and specifications for the Project, as illustrated in substantially similar form as the attached Exhibit C, for approval by Wood County Building Inspection.

6.1.3 Site Plan. Developer shall have completed a Project Site Plan that has been approved by the City of Findlay’s Planning Commission, which shall address phasing, construction laydown areas, transition of parking lot use, a new dedicated north-south alley on the western side of the Premises adjacent to the church.

6.1.4 Parking. Developer hereby commits to:



6.1.4.1 Free Public Spaces. Developer shall provide twenty-six (26) free two (2) hour parking spaces in the ground floor of the Project parking garage as long as the City continues to provide free two (2) hour parking on Main Street. In the event the City no longer provides such free parking, Developer shall be permitted to charge for said spaces in amount commensurate with the City's parking charges.

6.1.4.2 Hancock County Probation Parking. Developer shall additionally provide one (1) free badged parking space in the ground floor of the parking garage for Hancock County Chief Probation Officer as long as the Hancock County Probation Office is located in the Hancock County Office Building located at 514 South Main Street, Findlay, Ohio 45840.

6.1.5 Construction Agreement. Developer shall have caused BVPA to enter into, or prepared to enter into upon the Closing Date, a Developer-approved, AIA Standard Form of Agreement with a general contractor who is experienced in urban construction and located within one hundred (100) miles of Findlay, Ohio.

## 6.2 BVPA Obligations.

6.2.1 Restoration Bond. BVPA shall provide to the City a Two Hundred Fifty Thousand and no/100 Dollar (\$250,000.00) Restoration Bond, which may be used by the City in the case of reverter pursuant to Section 6.4, for the removal of any improvements made on the alley and Premises in the event the Project is not substantially completed within two years of the Closing Date. The Restoration Bond shall otherwise be maintained in full force and effect until (a) the Project is substantially completed or (b) the cancellation/release is approved by the City.

6.2.2 Post-Closing Construction Reports. During construction, BVPA shall provide quarterly updates to the City regarding Project schedule and payment.

## 6.3 City Obligations.

6.3.1 Encroachment Permit. City will provide BVPA with an encroachment permit to commence Project work in the public alley until such time any alley vacation, if required, is completed.

6.3.2 Parking Transition Plan. The City will adopt a parking transition plan to permit the commencement of Project construction as of the Closing Date.

6.4 Possibility of Reverter. The Deed shall contain language to provide that the City shall have a possibility of reverter to the Premises back to the City if the Project is not

substantially completed within two (2) years after the Closing Date.

6.5 Survival. The provisions of this Section 6 shall survive the Closing and the later conveyance of title to the Premises from BVPA to Developer and continue to be in full force and effect and enforceable by the City at any time after the Closing Date.

## 7. PRORATIONS AND EXPENSES.

7.1 Real Estate Taxes and Assessments. The real estate taxes and assessments, if any, with respect to the Premises for the period prior to the Closing Date shall be the responsibility of the City.

7.2 Premises Operating Expenses. The City shall pay all utility charges and other operating expenses attributable to the Premises up to, and including, the Closing Date.

7.3 Costs to be Paid by the City. The City shall pay or be charged with the following costs and expenses in connection with this transaction:

7.3.1 Fees and expenses of the City's attorney(s).

7.4 Costs to be Paid by BVPA. BVPA shall pay or be charged with the following costs and expenses in connection with this transaction:

7.4.1 Fees and expenses of BVPA's attorney(s).

7.5 Costs to be Paid by Developer. Developer shall pay the following costs and expenses in connection with this transaction:

7.5.1 All governmental transfer taxes and conveyance fees on the sale and transfer of the Premises;

7.5.2 Cost of: the title examination, the Commitment, and the premium for the Title Policy;

7.5.3 Cost of any endorsement to the Title Policy;

7.5.4 Reasonable closing fees charged by Title Company;

7.5.5 Cost of recording the Deed;

7.5.6 Cost of the Survey, if obtained;

7.5.7 Cost of the Environmental Inspection;

7.5.8 All costs incurred by Developer in connection with its due diligence or activities related to the Premises;

7.5.9 Fees and expenses of Developer's attorney(s);

7.5.10 Reasonable fees and expenses of BVPA's attorney(s) not to exceed Forty Thousand and 00/100 Dollars (\$40,000.00); and

7.5.11 Any fees payable to BVPA in accordance with any agreement(s) between BVPA and Developer.

## **8. DUE DILIGENCE.**

8.1 Inspections and Reports; Review of Commitment and Survey. During the period commencing on the Effective Date and expiring sixty (60) days thereafter ("Due Diligence Period"), City shall permit Developer and Developer's representatives to enter the Premises at a mutually convenient time or times for the purpose of conducting inspections and investigations reasonably required by Developer in order to determine the suitability of the Premises for Developer's purposes (collectively, "Inspections"). During the Due Diligence Period, Developer shall also review the status of title to the Premises as set forth in the Commitment and all matters relating to the Survey. Upon the written request of City, Developer shall cause copies of all information and written materials obtained or generated in connection with the conduct of all Inspections ("Reports"), to be delivered to City upon issuance of the Reports without cost to City.

If the results of the Inspections are not acceptable to Developer, Developer, in its sole discretion, may terminate this Agreement by written notice given to City and BVPA prior to the expiration of the Due Diligence Period, in which event, none of the parties to this Agreement shall have any further rights or obligations under this Agreement except for obligations that specifically survive the termination of this Agreement. If Developer fails to terminate this Agreement prior to the expiration of the Due Diligence Period, Developer shall be deemed to have waived the contingency set forth in this Section and elected to proceed with BVPA's purchase of the Premises in its "as-is" condition.

Developer hereby agrees to indemnify, defend and hold harmless City and BVPA from and against any losses, liabilities, damages, costs or expenses incurred by City or BVPA as a result of Developer's exercise of the right of inspection granted under this Section. Developer acknowledges and agrees that any such Inspections conducted by Developer or Developer's agents and representatives shall be solely at the risk of Developer.

8.2 Confidentiality. Developer agrees that it shall treat all Reports as confidential materials and shall not disclose any portion of the Reports except: (i) to the extent necessary in connection with its evaluation of the Premises; (ii) to the extent required by law; or (iii) with the express written consent of City.

**9. CITY'S REPRESENTATIONS, WARRANTIES AND COVENANTS.** The City represents, warrants and covenants to BVPA and Developer as to the following matters, and shall be deemed to remake all of the following representations, warranties and covenants as of the Closing Date:

9.1 Organization, Good Standing, Power, etc. The City is an Ohio municipality, as defined by Ohio Revised Code Section 703.01(A), validly existing and in good standing under the laws of the State of Ohio, and has full power to carry on the business which it is now conducting, and to operate and own the assets, properties and business now owned or leased and operated by it.

9.2 Authority to Make and Perform this Agreement. The City has been duly and validly authorized to make, execute, deliver, enter into and perform any and all of its obligations under and pursuant to this Agreement, to transfer all of its right, title and interest in the Premises to BVPA pursuant to, and upon the terms and conditions set forth in, this Agreement to consummate the transactions contemplated by this Agreement.

9.3 Authority Relative to this Agreement. The execution, delivery and performance of this Agreement by the City and the consummation of the transactions contemplated hereby will not violate any provisions of law, or any statutory or governmental restriction applicable to the City in such a manner as to prevent or materially impede consummation of the transactions contemplated hereby, and will not conflict with, or result in the breach or termination of any provision of, or constitute (with or without the giving of notice or the lapse of time, or both) a default under or result in the creation of any lien, charge or encumbrance upon the Premises, or any indenture, mortgage, deed of trust, or other instrument or agreement, or any order, judgment or decree to which the City is a party or by which the Premises are bound. Neither the City nor the Premises are subject to any provision in the governing instruments of the City, or any mortgage, lease, agreement, order, judgment or decree to which the City is a party or by which the Premises are bound, of any kind or character which would prevent the City from entering into this Agreement or from consummating the transactions contemplated hereby, and no governmental or judicial approvals of this Agreement or the transactions contemplated hereby are required except as have been obtained.

9.4 Compliance with Applicable Laws. The Premises are in material compliance with all applicable federal, state and local statutes, laws, ordinances, orders, requirements, rules and regulations (including, but not limited to, building and zoning laws; excluding, however, environmental laws, rules and regulations). No notice of violation of any applicable federal, state or local statute, law, ordinance, order, requirement, rule or regulation, or of any covenant, condition, restriction or easement affecting the Premises, or with respect to the maintenance of the Premises, has been given by any governmental authority having jurisdiction over the Premises or by any other person entitled to enforce the same. All covenants, conditions, restrictions, easements, and similar matters affecting the Premises have been complied with. The Premises are assessed separately from all other adjacent property for purposes of real estate taxes.

9.5 Approvals, Licenses and Authorizations. All required building permits, occupancy permits or other required licenses, permits, approvals or consents of governmental authorities or public or private utilities having jurisdiction have been obtained with respect to the Premises and the City's operation located on the Premises.

9.6 Litigation, Eminent Domain, etc. There is no pending or threatened litigation, arbitration, administrative action or examination, claim, or demand whatsoever relating to the

Premises. No attachments, execution proceedings, liens, assignments or insolvency proceedings are pending or threatened against the City or the Premises or contemplated by the City. The City is not contemplating the institution of insolvency proceedings. The City has no knowledge of any pending or contemplated eminent domain, condemnation, or other governmental or quasi-governmental taking of any part or all of the Premises.

**10. BVPA'S REPRESENTATIONS, WARRANTIES AND COVENANTS.** BVPA represents, warrants and covenants to the City and Developer as to the following matters, and shall be deemed to remake all of the following representations, warranties and covenants as of the Closing Date:

10.1 Organization, Good Standing, Power, etc. BVPA is a body corporate and politic and political subdivision of the State of Ohio as defined by Ohio Revised Sections 4582.21 through 4582.59, validly existing and in good standing under the laws of the State of Ohio, and has full power to carry on the business which it is now conducting, and to operate and own the assets, properties and business now owned or leased and operated by it.

10.2 Authority to Make and Perform this Agreement. BVPA has been duly and validly authorized to make, execute, deliver, enter into and perform any and all of its obligations under and pursuant to this Agreement and upon the terms and conditions set forth in, this Agreement to consummate the transactions contemplated by this Agreement.

10.3 Authority Relative to this Agreement. The execution, delivery and performance of this Agreement by BVPA and the consummation of the transactions contemplated hereby will not violate any provisions of law, or any statutory or governmental restriction applicable to BVPA in such a manner as to prevent or materially impede consummation of the transactions contemplated hereby, and will not conflict with, or result in the breach or termination of any provision of, or constitute (with or without the giving of notice or the lapse of time, or both) a default under or result in the creation of any lien, charge or encumbrance upon the Premises pursuant to the By-Laws of BVPA or any indenture, mortgage, deed of trust, or other instrument or agreement, or any order, judgment or decree to which BVPA is a party or by which the Premises are bound. Neither BVPA nor the Premises are subject to any provision in the governing instruments of BVPA, or any mortgage, lease, agreement, order, judgment or decree to which any BVPA is a party or by which the Premises are bound, of any kind or character which would prevent BVPA from entering into this Agreement or from consummating the transactions contemplated hereby, and no governmental or judicial approvals of this Agreement or the transactions contemplated hereby are required.

10.4 Litigation, Eminent Domain, etc. There is no pending or threatened litigation, arbitration, administrative action or examination, claim, or demand whatsoever relating to the Premises. No attachments, execution proceedings, liens, assignments or insolvency proceedings are pending or threatened against BVPA or the Premises or contemplated by BVPA. BVPA is not contemplating the institution of insolvency proceedings. BVPA has no knowledge of any pending or contemplated eminent domain, condemnation, or other governmental or quasi-governmental taking of any part or all of the Premises.

**11. DEVELOPER'S REPRESENTATIONS, WARRANTIES AND COVENANTS.**

Developer represents, warrants and covenants to the City and BVPA as to the following matters, and shall be deemed to remake all of the following representations, warranties and covenants as of the Closing Date:

11.1 Organization, Good Standing, Power, etc. Developer is a limited liability company duly organized, validly existing and in good standing under the laws of the State of Ohio, and has full corporate power to carry on the business which it is now conducting, and to operate and own the assets, properties and business now owned or leased and operated by it.

11.2 Authority to Make and Perform this Agreement. Developer has been duly and validly authorized to make, execute, deliver, enter into and perform any and all of its obligations under and pursuant to this Agreement, and upon the terms and conditions set forth in, this Agreement to consummate the transactions contemplated by this Agreement.

11.3 Authority Relative to this Agreement. The execution, delivery and performance of this Agreement by Developer and the consummation of the transactions contemplated hereby will not violate any provisions of law, or any statutory or governmental restriction applicable to Purchase in such a manner as to prevent or materially impede consummation of the transactions contemplated hereby, and will not conflict with, or result in the breach or termination of any provision of, or constitute (with or without the giving of notice or the lapse of time, or both) a default under or result in the creation of any lien, charge or encumbrance upon the Premises pursuant to the Articles of Organization or Operating Agreement of Developer or any indenture, mortgage, deed of trust, or other instrument or agreement, or any order, judgment or decree to which Developer is a party. Developer is not subject to any provision in the Articles of Organization or Operating Agreement of Developer, or any mortgage, lease, agreement, order, judgment or decree to which Developer is a party, of any kind or character which would prevent Developer from entering into this Agreement or from consummating the transactions contemplated hereby, and no governmental or judicial approvals of this Agreement or the transactions contemplated hereby are required.

12. **BROKER.** Each party represents to the other that there is no broker or other person entitled to a commission or similar fee in connection with this transaction.

13. **NOTICES.** All notices or other communications permitted or required to be given by one of the parties to the other party shall be in writing and shall be delivered to the other party by hand delivery or by depositing it in a depository of the United States Post Office, postage prepaid, certified or registered mail, return receipt requested, addressed to the other party at its address set forth below or at such other place as may be designated by written notice of one party to the other party:

If to City:

City of Findlay  
Attn: Mayor  
Findlay Municipal Building  
318 Dorney Plaza, Room 310

Findlay, Ohio 45840

With a copy to: City of Findlay  
Attn: Law Director  
Findlay Municipal Building  
318 Dorney Plaza, Room 310  
Findlay, Ohio 45840

If to BVPA: Blanchard Valley Port Authority  
Attn: Jerry Arkebauer  
1660 Tiffin Avenue  
Findlay, Ohio 45840

With a copy to: Climaco, Wilcox, Peca, Taratnao & Garofoli Co., LPA  
Attn: Dennis R. Wilcox, Esq.  
55 Public Square, Ste. 1950  
Cleveland, Ohio 44113  
Fax: 216-771-1632

If to Developer: 500 Block West, LLC  
Attn: Timothy C. Youngpeter  
816 Amigos Way, Unit E  
Newport Beach, CA 92660

With a copy to: Eastman & Smith Ltd.  
Attn: Patrick A. Sadowski, Esq.  
510 South Main Street  
Findlay, Ohio 45840  
Fax: 419-424-9860

Such notice, demand, or communication required or permitted to be given by the provisions of this Agreement shall be deemed to have been effectively given and received (i) on the date personally delivered to the respective party to whom it is directed, (ii) three (3) days after the date when deposited by registered or certified mail, with postage and charges prepaid and addressed to such party at the address listed in this Section 13, or (iii) on the next business day after the date when sent by a national or international overnight courier service with charges prepaid and addressed to such party at the address listed in this Section 13. Any party may change its address by delivering a written change of address to all of the other parties in the manner set forth in this Section 13.

**14. DAMAGE OR DESTRUCTION/RISK OF LOSS.** Risk of loss to the Premises from fire or other casualty shall be borne by the City until the Closing Date. If any portion of the Premises is damaged or destroyed by reason of fire or other casualty prior to the Closing Date (collectively, "Casualty") and the Premises has not been repaired and/or replaced to its condition existing on the Effective Date, reasonable wear and tear of the Premises excepted, then Developer shall have the option of (i) having the BVPA complete the purchase of the Premises in

accordance with the terms of this Agreement in which event any insurance proceeds paid or payable with respect to such Casualty shall be paid/assigned to BVPA at the Closing, and Developer shall approve BVPA accepting the Premises at Closing subject to reasonable wear and tear and damage caused by the Casualty or (ii) canceling this Agreement upon written notice to the City and BVPA and the parties shall then have no further rights or obligations under this Agreement.

## 15. MISCELLANEOUS.

15.1 Survival of Representation and Warranties. The parties to this Agreement agree that all the representations, warranties and agreements contained in this Agreement and any documents executed and delivered pursuant to this Agreement shall survive the Closing Date.

15.2 Section and Other Headings. The Section headings contained in this Agreement are for reference purposes only and shall not in any way effect the meaning or interpretation of the Agreement.

15.3 Waivers. The City, BVPA, and Developer may, by written notice to the other parties (a) extend the time for the performance of any of the obligations or other actions of the other parties; (b) waive any inaccuracies in the representations or warranties of the other parties contained in this Agreement; (c) waive compliance with any of the covenants of the other parties contained in this Agreement; and (d) waive or modify performance of any of the obligations of the other parties. No action or inaction taken pursuant to this Agreement, including without limitation, any investigation or failure to investigate by or on behalf of any party, shall be deemed to constitute a waiver of compliance with any representations, warranties, covenants or agreements contained herein. The waiver of any party hereto of any stated breach of any provision of this Agreement shall not operate or be construed as a waiver of any other breach, subsequent or otherwise.

15.4 Successors and Assigns. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns. Developer may not assign its rights and obligations under this Agreement without the City's prior written consent, such consent shall not be unreasonably withheld. Notwithstanding any such assignment, Developer shall nevertheless remain liable for all of Developer's obligations under this Agreement.

15.5 Additional Documents and Actions. The parties hereto will execute or cause to have executed and deliver any and all papers, instruments and documents and will cause any other action to be taken which may be necessary, proper or convenient to affect evidence or carry out the provisions of this Agreement.

15.6 Amendments. This Agreement may be modified or amended only by written agreement executed by the parties. Each of the parties authorizes their respective attorneys to agree in writing to any changes in dates and time periods provided in this Agreement.

15.7 Governing Law. This Agreement shall be construed according to and governed by the laws of the State of Ohio without regard to conflicts of laws and rules thereof.



15.8 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

15.9 Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect or impair the validity of any other provision.

15.10 Entire Agreement. The terms contained in this Agreement and the related agreements referred to herein, including the exhibit hereto, constitute the entire agreement of the parties, and there are no other agreements between the parties regarding the subject matter of this Agreement or other covenants, promises, terms or conditions or undertakings, either written or oral, except as expressly set forth herein and in the exhibit hereto.

15.11 Construction. The preparation of this Agreement has been a joint effort of the parties and the resulting documents shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

IN WITNESS WHEREOF, the parties hereto have caused this Real Estate Purchase Agreement to be duly executed on the respective dates specified below.

*[signature page to follow]*

**BVPA:**

**BLANCHARD VALLEY PORT  
AUTHORITY**

By: \_\_\_\_\_  
Douglas W. Huffman, Chair

Date: \_\_\_\_\_, 2019

**City:**

**CITY OF FINDLAY, OHIO**

By: \_\_\_\_\_  
Christina Muryn, Mayor

Date: \_\_\_\_\_, 2019

This instrument prepared by:  
Eastman & Smith Ltd.  
Patrick A. Sadowski, Esq.  
510 South Main Street  
Findlay, Ohio 45840

**Developer:**

**500 BLOCK WEST, LLC**

By: \_\_\_\_\_  
Timothy C. Youngpeter, Manager

Date: \_\_\_\_\_, 2019

EXHIBIT A

LEGAL DESCRIPTION OF PREMISES

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

Inlot Number Two Hundred Thirty-five (235) in Vance and Cory's Addition to said City of Findlay, according to the new numbering of lots in said Addition, formerly known as Inlot Fifty-nine (59) according to the old number of lots in said Addition.

and

Being Inlot Number Two Hundred Thirty-six (236) in the Vance and Cory's Addition to Findlay, Ohio.

Parcel No.: 600001008730

EXHIBIT B

OTHER REAL PROPERTY

Property 1:

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

Lot Number One Hundred and Eighty-one (181) new number, old number Five (5), in the Vance and Cory's 2nd Addition to Findlay, Ohio, having business rooms numbered 520-524 South Main Street, Findlay, Ohio.

Being the same parcel described in the Plat Recorded Volume 51 Page 155 of the Plat Records Hancock County, Ohio as "Vance and Cory's Addition".

Parcel No. 600000318280

Property 2:

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

Inlots Numbered One Hundred Eighty-two (182) and One Hundred Eighty-three (183) in Vance and Cory's Addition to the City of Findlay, with all and singular appurtenances thereunto belonging. Said property having mailing addresses of 326 through 342 South Main Street, Findlay, Ohio, and commonly referred to as the Argyle Building and the Crohen Building.

Parcel Number: 600000318290

Property 3:

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

Being Lot Number One Hundred Eighty-four (184) in Vance and Cory's Addition to said City, and more particularly described as follows:

Beginning at a drill hole set marking the Southeast corner of Lot Number 184 in the Vance and Cory's Addition to the City of Findlay, thence along the South line of said lot, also being the North Right-of-way line of West Hardin Street, North 89° 59' 59" West, a distance of 200.99 feet to a railroad spike set marking the Southwest corner of said lot; thence along the West line of said lot, also being the East line of a 16.5 foot alley, North 00° 10' 10" West, a distance of 50.29 feet to a P.K. nail and shiner set marking the Northwest corner of said lot; thence along the North line of said lot, North 89° 59' East, a distance of 200.84 feet to the Northeast corner of said lot, said Northeast corner being referenced by a 1/2" drill hole in the concrete sidewalk 1 foot East thereof; thence along the East line of said lot, also being the West right of way line of South Main Street, South 00° 19' 46" East, a distance of 50.35 feet to the point of beginning and

containing 0.232 acres (10,110 sq. ft) of land, more or less, subject however to all prior easements of record.

Parcel No. 600000318300

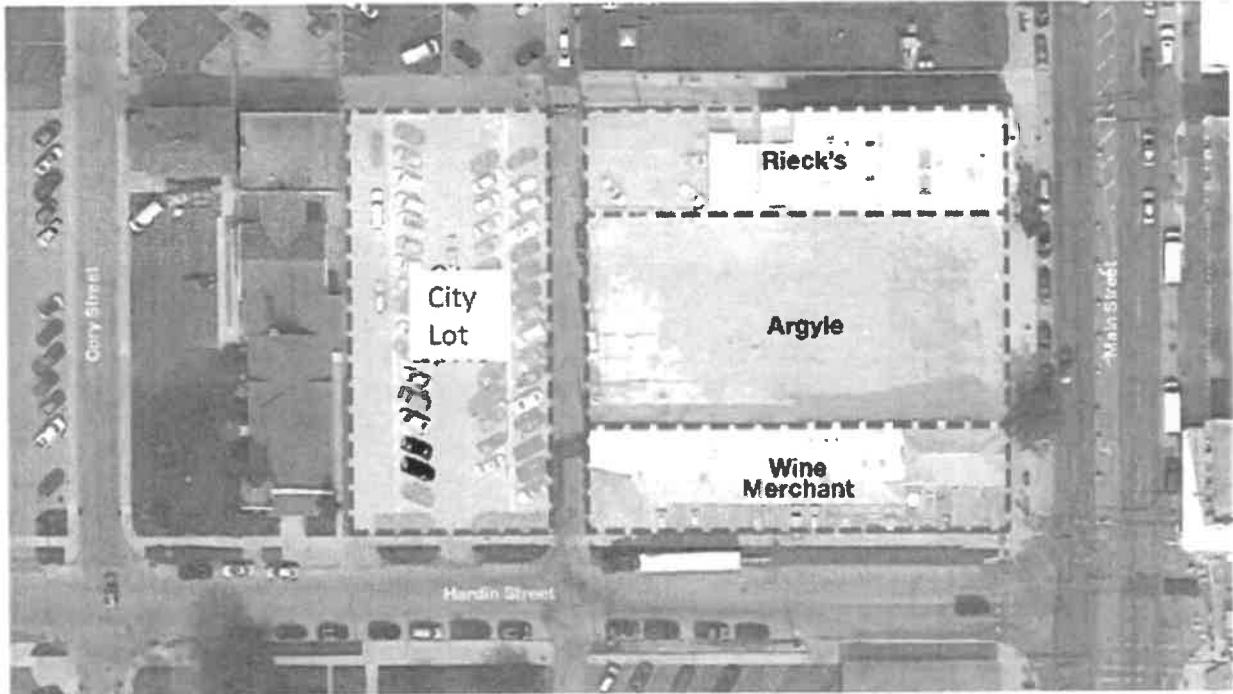
EXHIBIT C

PROJECT DESCRIPTION

FINDLAY, OHIO

**Argyle Place Development**

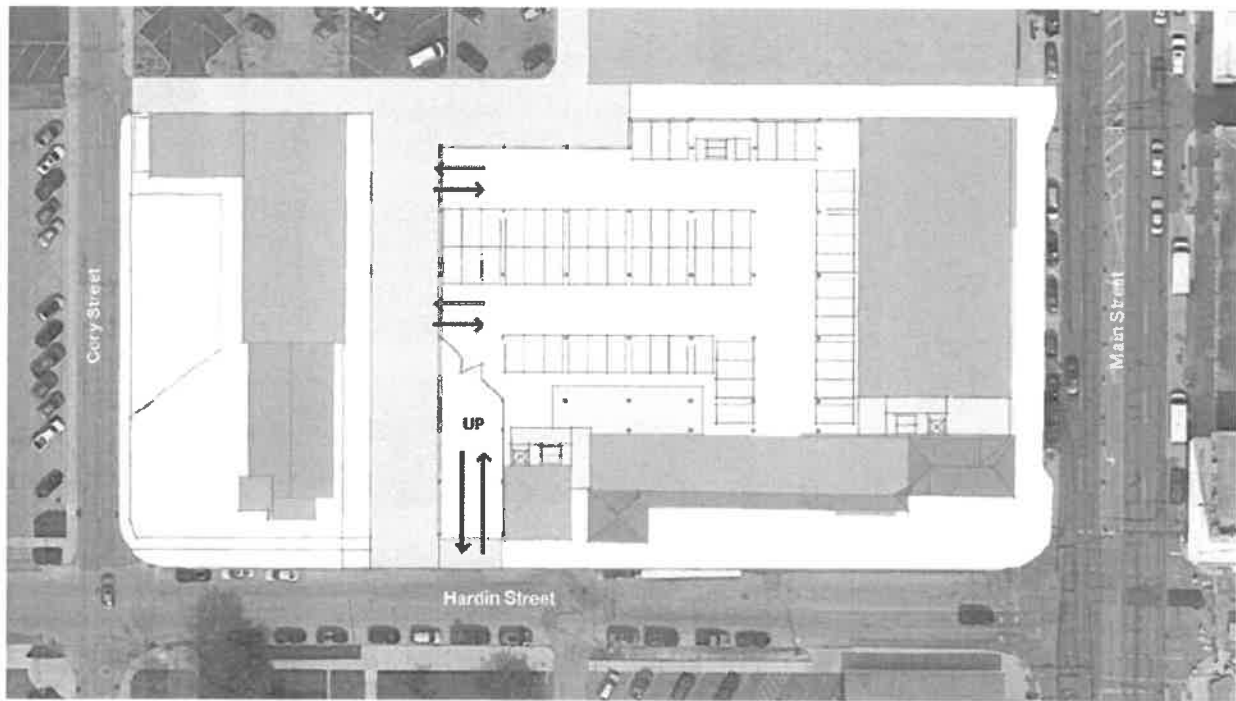
**Existing Conditions**



**Gossman  
group**

Argyle Place Development 11/5/2016 11:20 AM

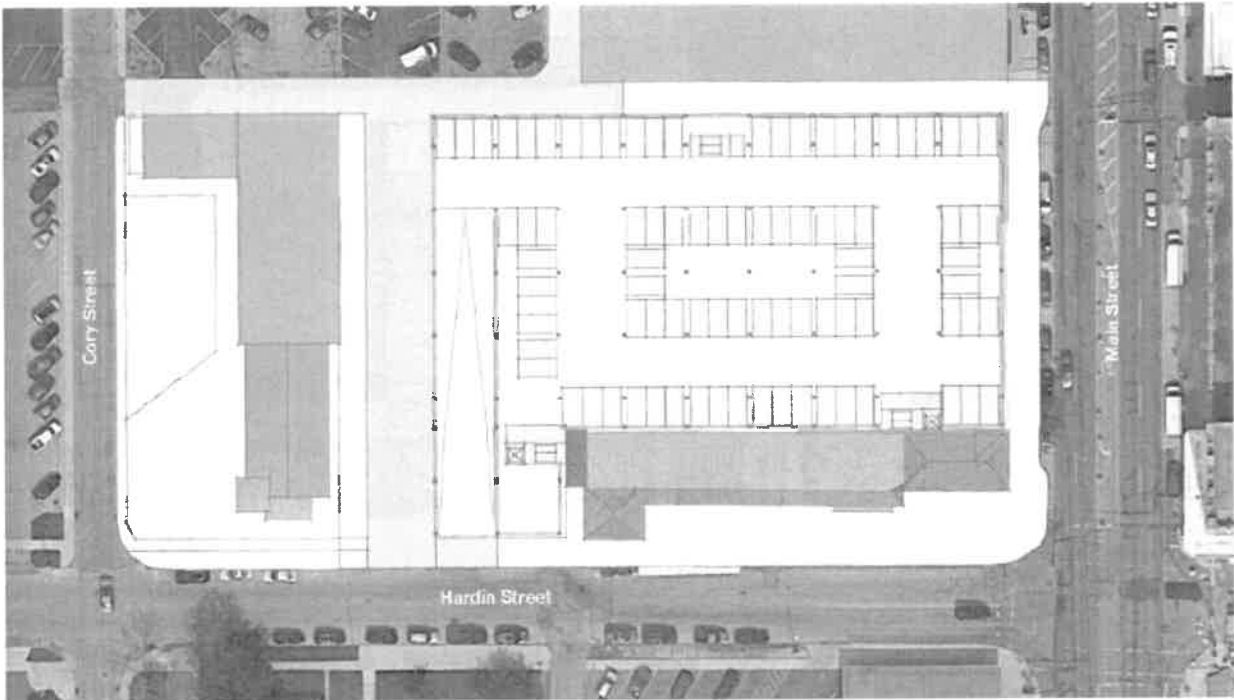
# Level-1 Plan : Commercial & Parking



**Gossman**  
**group**

Angle Place Development, # 600 Stock LLC # 2019 04-20

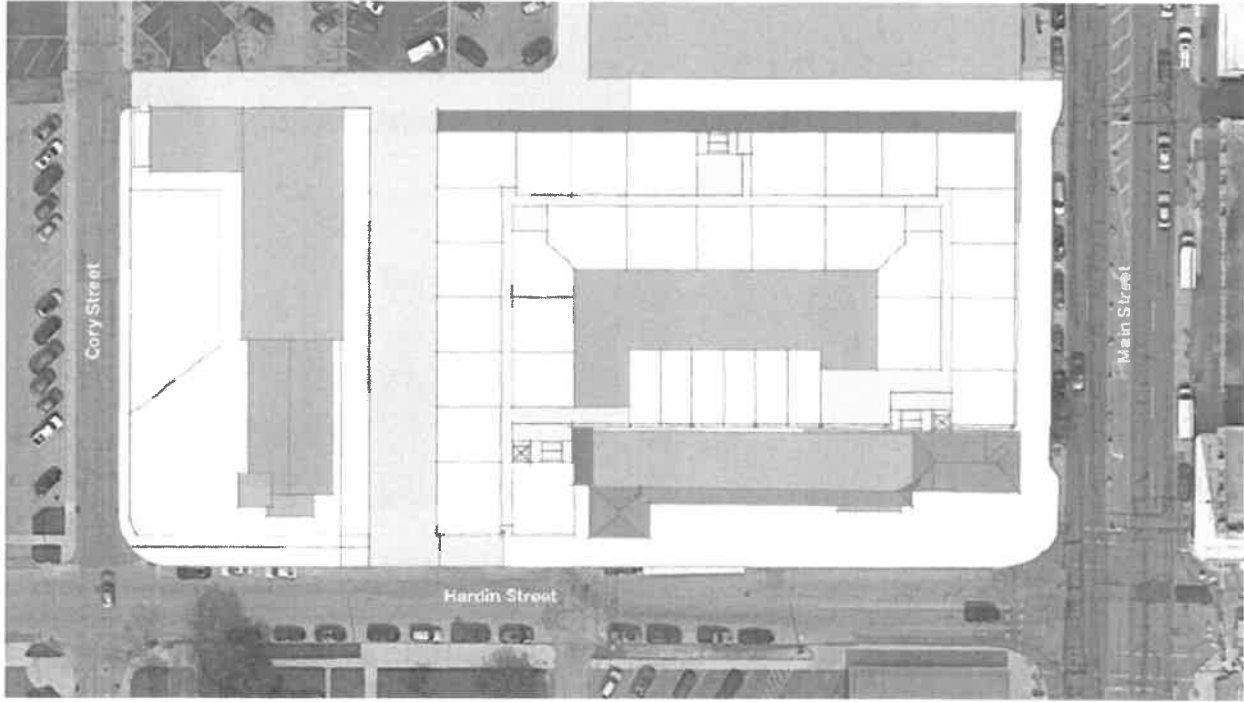
**Level-2 Plan : Parking**



**Gossman**  
**group**  
design + planning  
Apple Place Development / 500 Block LLC / 201004-20



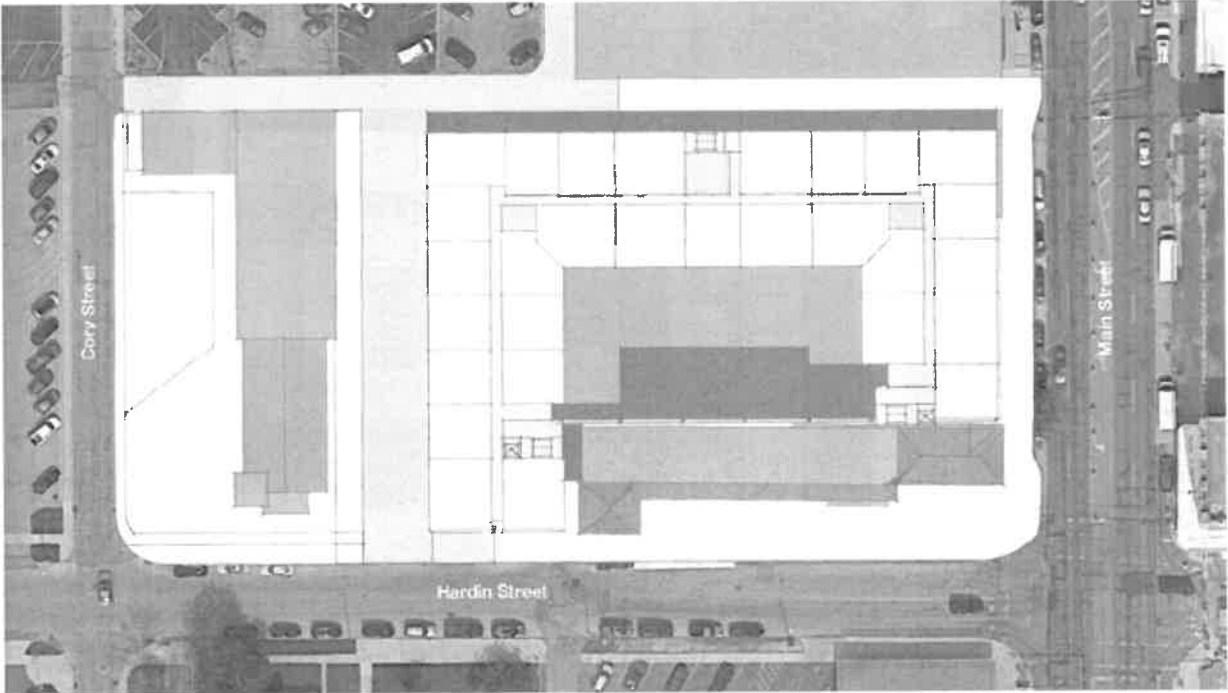
### Level-3 Plan : Apartments & Townhouse Apartments



**Gossman**  
**group** design & planning

Argyle Place Development # 600 Block LLC # 2019 04-20

Level-4,5,6 Plan : Apartments



**Gossman**  
group design + plan  
Argyle Place Development # 600 Block LLC # 2010 04-20



ARGYLEplace  
Downtown Findlay, OH

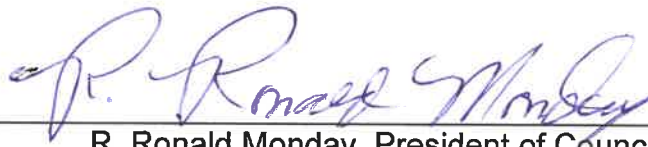
500 Block West LLC

Gossman  
group  
design &  
planning

## COMMITTEE REPORT

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

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 22, 2019 to discuss the sale of City-owned property (parcel number 600001008730) for the development of apartments, retail space, offices and a parking garage.

A handwritten signature in blue ink, reading "R. Ronald Monday", is written over a horizontal line.

R. Ronald Monday, President of Council

**COMMITTEE OF THE WHOLE**

**DATED: April 22, 2019**

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
May 7, 2019**

**ORDINANCE NO. 2019-025** (*Capital Improvement appropriation for March 2019*) requires three (3) readings  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**third reading**

**ORDINANCE NO. 2019-026** (*S Blanchard St waterline replacement*) requires three (3) readings  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**third reading**

**ORDINANCE NO. 2019-028** (*City Prosecutor's Office 2019 telephone bills*) requires three (3) readings  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**second reading**

**ORDINANCE NO. 2019-029** (*731 W Sandusky St rezone*) requires three (3) readings  
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 731 WEST SANDUSKY STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R3 SINGLE FAMILY HIGH DENSITY" TO "R4 DUPLEX/TRIPLEX RESIDENTIAL".

**second reading**

**ORDINANCE NO. 2019-030** (*Capital Improvement appropriation*) requires three (3) readings  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**second reading**

# City of Findlay

## Office of the Director of Law

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

**Donald J. Rasmussen**  
Director of Law

MAY 7, 2019

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MAY 7, 2019 MEETING.

### **RESOLUTIONS**

- 014-2019      A RESOLUTION COMMENDING TODD RICHARD FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.
- 015-2019      A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

### **ORDINANCES**

- 2019-031      AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A REAL ESTATE PURCHASE AGREEMENT WITH THE BLANCHARD VALLEY PORT AUTHORITY, AS WELL AS, THE 500 BLOCK WEST, LLC, FOR THE SALE OF A CITY-OWNED PARKING LOT LOCATED AT IMMEDIATELY WEST OF 524 SOUTH MAIN STREET, AND DECLARING AN EMERGENCY.
- 2019-032      AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2020, AND DECLARING AN EMERGENCY.
- 2019-033      AN ORDINANCE REPLACING SECTION 521.01(u), 521.04(b) AND 521.07(a) AND ADDING NEW SECTION 521.10 OF CHAPTER 521 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.
- 2019-034      AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 014-2019**

**A RESOLUTION COMMENDING TODD RICHARD FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.**

WHEREAS, Todd Richard, who served the City of Findlay, Ohio for twenty-eight (28) years as a dedicated loyal employee, retired effective May 3, 2019. Todd began his career with the Building and Development Services Department as an Engineering Aid I on October 15, 1990. He transferred to the Zoning Department as a Zoning Inspector on July 16, 1991 and was then promoted to Zoning Inspector III on December 19, 2004, then to Engineering Technician within the Building and Zoning Department on March 11, 2007, and finally to Floodplain and Zoning Administrator on September 23, 2007, a position he held until his retirement, and;

WHEREAS, Todd completed the fall quarter 1991 Public Works Program through the University of Toledo, completed the Hazard Communication Training on February 13, 1995, completed his Redial Driving Course through the Bureau of Motor Vehicles in March of 2001, completed the Microsoft Access Introduction in December 2003, Microsoft Excel Intermediate in February of 2004, and Microsoft Access Intermediate in March of 2004, completed the Association of State Floodplain Managers certification to become a Certified Floodplain Manager in February of 2007, completed the Flood Mitigation and Special Flood Hazard Areas training on December 10, 2007, completed the Ohio Ethics Commission course on October 11, 2018, and;

WHEREAS, Todd was selected as Employee of the Month for July 1998 because of his dedication to his department, co-workers, and the City of Findlay. He received the Floodplain Administrator of the Year Award for his outstanding leadership in support of NFIP compliance, flood hazard mitigation activities, and flood risk communication/education on July 28, 2011, and;

WHEREAS, Todd has been a volunteer EMT member of the Appleseed Joint Ambulance Service since March 2001, and;

WHEREAS, during his twenty-eight (28) years of service to the City of Findlay, Ohio, Todd has performed as an outstanding public servant in a loyal and dedicated manner to the citizens of the City of Findlay, Ohio through his responsibilities within the City of Findlay Zoning Department.

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

SECTION 1: That the said Todd Richard be and he is hereby commended for his long and loyal services to his City, and that this Council extends its best wishes to him upon his retirement from the City of Findlay, Ohio.

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**RESOLUTION NO. 015-2019**

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

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

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

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

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_



VENDOR	VOUCHER	ACCOUNT	DEPARTMENT NAME	AMOUNT	REASON FOR EXPENSE	WHY
ROBISON, CURPHEY & O'CONNELL LLC	198725	21005000-441400	LAW DIRECTOR	6,400.80	FOR LEGAL SERVICES RENDERED	NO PURCHASE ORDER IN PLACE

**ORDINANCE NO. 2019-031**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A REAL ESTATE PURCHASE AGREEMENT WITH THE BLANCHARD VALLEY PORT AUTHORITY, AS WELL AS, THE 500 BLOCK WEST, LLC, FOR THE SALE OF A CITY-OWNED PARKING LOT LOCATED AT IMMEDIATELY WEST OF 524 SOUTH MAIN STREET, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Findlay desires to sell a City-owned parking lot immediately west of 524 South Main Street, with a physical address of 0 West Hardin Street, Findlay, Ohio, and as set forth below, and;

Inlot number two hundred thirty-five (235) in the Vance and Cory's Addition to said City of Findlay, according to the new numbering of Lots in said Addition, formerly known as Inlot fifty-nine according to the old number of lots in said Addition.

and

Being Inlot Number two hundred thirty-six (236) in the Vance and Cory's Addition to Findlay, Ohio.

Parcel No.: 600001008730

WHEREAS, the Blanchard Valley Port Authority, as well as, the 500 Block West, LLC, have expressed an interest in purchasing said parking lot for the intent of developing a mixed-use development in the 500 block of the west side of South Main Street, Findlay, Ohio, and;

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

SECTION 1: That the Mayor be and she is hereby authorized to enter into a Real Estate Purchase Agreement with the Blanchard Valley Port Authority, as well as, 500 Block West, LLC, for the sale of said City-owned parking lot for the sum of one hundred thirty thousand dollars and no cents (\$130,000.00).

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize said agreement for the sale of a City-owned parking lot.

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. 2019-032**

**AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2020, AND DECLARING AN EMERGENCY.**

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

SECTION 1: That the Service Director of the City of Findlay, Ohio, be and he is hereby authorized to advertise for bids and enter into contracts with a one year renewal option for the purchase of the materials, chemicals and service agreements needed by the various departments of the City of Findlay, Ohio, commencing January 1, 2020.

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

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

## ORDINANCE NO. 2019-033

**AN ORDINANCE REPLACING SECTION 521.01(u), 521.04(b) AND 521.07(a) AND ADDING NEW SECTION 521.10 OF CHAPTER 521 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.**

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 Section 521.01(u) of the Codified Ordinances of the City of Findlay, Ohio which reads as follows:

### 521.01 DEFINITIONS.

- (u) "Rubbish" means nonputrescible solid wastes consisting of both combustible and noncombustible wastes such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, leaves, wood, furniture, glass, bedding, crockery and similar materials.

Be and the same is hereby amended to read as follows:

### 521.01 DEFINITIONS.

- (u) "Rubbish" means nonputrescible solid wastes consisting of both combustible and noncombustible wastes such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, leaves, wood, furniture intended for indoor use, glass, bedding, crockery and/or similar materials.

SECTION 2: That Section 521.04(b) of the Codified Ordinances of the City of Findlay, Ohio which reads as follows:

### 521.04 JUNK AND MATERIAL STORAGE.

- (b) Unlawful to Store Certain Materials. It shall be unlawful and a nuisance per se to store, place or allow to remain on any lot, lots, parts of lots, porches, or parcel of land within the corporate limits of the City, used building materials of wood, stone, brick, cement block or any composition thereof, cans, bottles, rope, paper, rags, or any offensive material or materials of an unsightly and unsanitary nature.

Be and the same is hereby amended to read as follows:

### 521.04 JUNK AND MATERIAL STORAGE.

- (b) Unlawful to Store Certain Materials. It shall be unlawful and a nuisance per se to store, place or allow to remain on any lot, lots, parts of lots, porches, or parcel of land within the corporate limits of the City, included but not limited to, used building materials of wood, stone, brick, cement block or any composition thereof, cans, bottles, rope, paper, rags, rubbish, household waste, scrap metal, refuse, appliances, household fixtures, or any offensive material or materials of an unsightly or unsanitary nature.

SECTION 3: That Section 521.07(a) of the Codified Ordinances of the City of Findlay, Ohio which reads as follows:

521.07 WEEDS.

- (a) Cutting and Destroying. The Service Safety Director is authorized, empowered and directed to cut and destroy or cause to be cut or destroyed all noxious weeds growing in the corporate limits of the City, provided notice, as required by Ohio R.C. 731.51, has been served on any owner, lessee, agent or tenant having charge of lands on which noxious weeds are growing, and such owner, lessee, agent or tenant has failed to comply within five days after service of the notice by failing to cut and destroy noxious weeds in accordance with the notice. Prior to cutting and destroying the noxious weeds or causing them to be cut or destroyed, the Director shall determine by an actual inspection of such lands that the weeds growing thereon are noxious weeds within the meaning of Ohio R.C. 907.01 and Ohio Administrative Code Chapter 901:5-31.

Be and the same is hereby amended to read as follows:

521.07 HIGH GRASSES, WEEDS, AND/OR NOXIOUS WEEDS.

- (a) Cutting and Destroying. The Service Director is authorized, empowered and directed to cut all grasses, weeds or noxious weeds of six inches (6") or more growing in the corporate limits of the City, provided notice, as required by Ohio R.C. 731.51, has been served on any owner, lessee, agent or tenant having charge of lands on which such grasses, weeds, or noxious weeds are growing, and such owner, lessee, agent or tenant has failed to comply within five days after service of the notice by failing to cut ~~noxious~~ such grasses, weeds and/or noxious weeds in accordance with the notice. Prior to cutting and destroying the grasses, weeds, and/or noxious weeds, the Director shall determine by an actual inspection of such lands that the grasses, weeds and/or noxious weeds growing thereon are within the meaning of Ohio R.C. 907.01 and Ohio Administrative Code Chapter 901:5-31.

SECTION 4:

That new Section 521.10 be added to the Codified Ordinances of the City of Findlay, Ohio to read as follows:

521.10 NUISANCE

- (a) Prohibition. No land, building, or structure in any District shall be used or occupied in any manner in violation of the use district within which they are located, or create any dangerous, injurious, unsightly, hazardous, noxious, unhealthy, noisy, malodorous, or otherwise objectionable element or condition which is detrimental to the health, safety, comfort, or welfare of the neighboring area or the inhabitants of the City.
- (b) Abatement Such uses of lands, buildings, or structures in the manner aforesaid are hereby declared to be a public nuisance per se, and may be abated by order of any Court of competent jurisdiction.

SECTION 5: This Ordinance shall take effect and be in force from and after the earliest period provided by law.

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2019-034**

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

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

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

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 565,100.00
TO:	Police #2101200-other	\$ 240,600.00
TO:	Rec Functions #21044400-other	\$ 85,000.00
TO:	Cemetery #21046000-other	\$ 30,000.00
TO:	Traffic Signals #22043200-other	\$ 209,500.00

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 50,000.00
TO:	2019 CUBE Parking Lot Repairs <i>Project No. 31993700</i>	\$ 10,000.00
TO:	2019 Traffic Signals Upgrades <i>Project No. 32890600</i>	\$ 40,000.00

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

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 \_\_\_\_\_

**2019 CAPITAL IMPROVEMENTS APPROPRIATIONS**

**April Allocation**

<b>FROM: CIT Fund - Capital Improvement Restricted Account</b>	<b>\$565,100</b>	
<b>To: Police Department #21012000-other</b>	<b>\$240,600</b>	
Replace 2014 Ford Taurus Interceptor		\$1,220
Replace 2015 Ford Taurus Interceptor		\$1,220
Replace 2015 Ford Taurus Interceptor		\$1,220
Replace 2014 Ford Taurus SUV		\$46,220
Replace 2015 Ford Taurus SUV		\$46,220
Replace 1997 Cheverolet G3500 Van (Property Officer)		\$45,000
Replace 2006 Ford Taurus		\$45,000
Replace 2012 Ford Escape (Court Officer)		\$45,000
Two Speed Radar Units (Split with Traffic)		\$9,500
<b>TO: Rec Functions #21044400 - other</b>	<b>\$85,000</b>	
Genie Lift		\$85,000
<b>TO: Cemetery #2104600 - other</b>	<b>\$30,000</b>	
Two Mowers		\$30,000
<b>TO: Traffic Signals #22043200 - other</b>	<b>\$209,500</b>	
Replace 2000 Chevy Large Bucket Truck		\$200,000
Two Speed Radar Units (Split with PD)		\$9,500
 <b><u>Appropriate Funds - Projects</u></b>		
<b>FROM: CIT Fund- Capital Improvement Restricted Account</b>	<b>\$50,000</b>	
TO: 2019 CUBE Parking Lot Repairs (31993700)		\$10,000
TO: 2019 Traffic Signal Upgrades (32890600)		\$40,000