

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

JANUARY 7, 2014

COUNCIL CHAMBERS

ROLL CALL of 2012-2013 Councilmembers
PLEDGE OF ALLEGIANCE
MOMENT OF PRAYER

PROCLAMATIONS – none.
RECOGNITION/RETIREMENT RESOLUTIONS

ACCEPTANCE OR CHANGES OF MINUTES AND PUBLIC HEARINGS
Acceptance or changes to the December 17, 2013 City Council meeting minutes.

ADD-ON/REPLACEMENT/REMOVAL FROM THE AGENDA – none.
RECOGNITION/RETIREMENT RESOLUTIONS – none.
WRITTEN COMMUNICATIONS - none.
ORAL COMMUNICATIONS - none.
PETITIONS – none.
REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS – none.
COMMITTEE REPORTS – none.
LEGISLATION – none.
UNFINISHED BUSINESS – none.

REGULAR SESSION

JANUARY 7, 2014

COUNCIL CHAMBERS

ROLL CALL of 2014-2015 Councilmembers

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

PROCLAMATIONS - none.

RECOGNITION/RETIREMENT RESOLUTIONS

RESOLUTION NO. 003-2014 **First reading**
A RESOLUTION COMMENDING COUNCILMAN JERRY MURRAY FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

RESOLUTION NO. 004-2014 **First reading**
A RESOLUTION COMMENDING COUNCILMAN WILLIAM SCHEDEL FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

RESOLUTION NO. 005-2014 **First reading**
A RESOLUTION COMMENDING COUNCILMAN MICHAEL "DOC" SLOUGH FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

RESOLUTION NO. 006-2014 **First reading**
A RESOLUTION COMMENDING COUNCILMAN RANDY WARD FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

WRITTEN COMMUNICATIONS - none.
ORAL COMMUNICATIONS - none.
PETITIONS – none.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS
City Planning Commission agenda – January 9, 2014; minutes – November 14, 2013 and December 12, 2013.

Service-Safety Director Paul Schmelzer – 2014 Airport Improvements (AIP-25), Project No. 35240100

Again this year, the City has the opportunity to apply for grant funds from the Federal Aviation Administration (FAA). The grant funds will be used for design services on the Runway 18/36 rehabilitation.

The estimated grant amount for 2014 is one hundred sixty-three thousand nine hundred sixty-six dollars (\$163,966.00) with the City's matching share of eighteen thousand two hundred eighteen dollars (\$18,218.00). The project will be included in the 2014 Capital Improvements Plan. Legislation authorizing the Service-Safety Director to sign the grant application and agreement is requested. Ordinance No. 2014-002 was created.

City Income Tax Monthly Collection Report – December 2013.

Mayor Lydia Mihalik – Mayor appointments to various Boards or Commissions

Mayor Mihalik is requesting the following appointments to the following Boards or Commissions:

Airport Advisory Board – does not require Council confirmation

Jeff Koehler, term to expire December 31, 2016

Board of Health – requires Council confirmation

B. Joan Work, term to expire December 31, 2018

Board of Zoning Appeals – requires Council confirmation

George McAfee

David Russell

Terms to expire on December 31, 2017

Civil Service Commission – does not require Council confirmation

Chuck Clapper, term to expire on December 31, 2019

Hancock Regional Planning Commission Board – requires Council confirmation

Joan Kagy

Dennis McPheron

Terms to expire December 31, 2015

Parks and Recreation Board – does not require Council confirmation

Mike Slough filling vacant position, term to expire December 31, 2015

Greg Myers, term to expire on December 31, 2016

Revolving Loan Fund – requires Council confirmation

Warren Krout

Andrew Rill

Donald Bledsoe

Bret Spaeth

Terms to expire December 31, 2014

Chris Alexander

Randy VanDyne

Matt Wood

Terms to expire December 31, 2015

Shade Tree Commission – does not require Council confirmation

Lynn Farwig

Deb Seng

Terms to expire December 31, 2016

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

Findlay W.O.R.C. Program Charge Statistics – 01/1/2013 through 12/31/2013; Findlay Work Release Program Monthly Payment Statistics Summary – 01/01/2013 through 12/31/2013; Findlay W.O.R.C. Program Monthly Tally Sheet – 01/01/2013 through 12/31/2013; Findlay W.O.R.C. Financial Analysis – 01/1/2013 through 12/31/2013.

Service-Safety Director Paul Schmelzer – 2014 Capital Improvements Plan

A draft copy of the 2014 Capital Improvements Plan was included in Council's budget binder for preliminary review. The plan will be finalized and ready for consideration by Council by the next Appropriations Committee meeting. Needs to be referred to the Appropriations Committee or a date set for a Committee of the Whole meeting to review and discussion.

City Auditor Jim Staschiak – Committee of the Whole 2014 budget meeting

Resolution No. 047-2010 established a Severance Payout Reserve Fund for the City. It was initially funded with enough money to pay for three (3) years of known eligible retiree payouts that would have been funded out of the General Fund. It is notable that many more employees have been eligible and received retirement payout than originally budgeted for. This reserve has served us well and as discussed at the budget meeting, it is time to replenish the funds to the three (3) year level. In order to do so, a transfer of five hundred seventy-two thousand two hundred fifty dollars (\$572,250.00) is required. Ordinance No. 2014-003 was created.

City Auditor Jim Staschiak – Committee of the Whole 2014 budget meeting

Resolution No. 007-2008 established a Minimum Reserve Policy for the City. Currently, the reserve is set at a target amount of twelve percent (12%) of the current years General Fund Expenses. As discussed at the budget meeting, a recommended reserve of sixteen and seven tenths percent (16.7%) or two (2) full months of General Fund Expenses has been made. This amount represents a minimum best practice recommendation as stated by the Government Finance Officers Association:

“ . . . GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.”

Council’s approval of this change is noteworthy and significantly improves the stability of the City’s financial picture as we continue to move forward with various planning initiatives.

COMMITTEE REPORTS:

An **AD HOC COMMITTEE** met on December 10, 2013 to select Council committee assignments and review Council’s Rules of Procedures for the 2014-2015 Council term.

We recommend the attached information. Committee Assignments and Rules of Procedure for 2014-2015 requires Council’s approval.

**LEGISLATION
RESOLUTIONS**

RESOLUTION NO. 001-2014 *(tax advances)*

First reading

A RESOLUTION REQUESTING THE COUNTY AUDITOR TO MAKE TAX ADVANCES DURING THE YEAR 2014 PURSUANT TO OHIO REVISED CODE §321.34.

RESOLUTION NO. 002-2014 *(5 year capital improvement plan)*

First reading

A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PLAN POLICY; A MINIMUM RESERVE BALANCE POLICY; AND A RAINY DAY RESERVE ACCOUNT AS PROMULGATED BY THE CITY AUDITOR’S OFFICE, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 003-2014

See page 1.

RESOLUTION NO. 004-2014

See page 1.

RESOLUTION NO. 005-2014

See page 1.

RESOLUTION NO. 006-2014

See page 1.

RESOLUTION NO. 007-2014

First reading

(amend Res 007-2008 minimum reserve balance policy)

A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PLAN POLICY; A MINIMUM RESERVE BALANCE POLICY; AND A RAINY DAY RESERVE ACCOUNT AS PROMULGATED BY THE CITY AUDITOR’S OFFICE, AND REPEALING ALL RESOLUTIONS AND/OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

ORDINANCES

ORDINANCE NO. 2014-001 *(2014 departmental budgets)*

First reading

AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FINDLAY, OHIO, DURING FISCAL YEAR ENDING DECEMBER 31, 2014, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2014-002 *(Airport Improvements AIP-25)*

First reading

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE AIP-25, DESIGN SERVICES FOR RUNWAY 18/36 REHABILITATION, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2014-003

First reading

(2014 retirement settlements, stormwater maintenance)

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2014-004 *(amend Ord 2013-003 CIT allocation)*

First reading

AN ORDINANCE AMENDING CHAPTER 193.12 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS

OLD BUSINESS
NEW BUSINESS