

FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

MARCH 3, 2020

COUNCIL CHAMBERS

ROLL CALL of 2020-2021 Councilmembers

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

Acceptance or changes to the February 18, 2020 Regular Session City Council meeting minutes.

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

PROCLAMATIONS:

Mayor Muryn - American Red Cross month.

RECOGNITION/RETIREMENT RESOLUTIONS: none

PETITIONS:

Zoning amendment request – 229 Howard St

Brad Brogan, BFB Properties LLC would like to change the zoning of 229 Howard Street to R2 Single Family Medium Density. It currently is zoned as R4 Duplex/Triplex. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS: none

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Kelly & Panth Incorporated, dba Gas & Express Mart, located at 535 West Trenton Avenue, Findlay, Ohio for a C1 and C2 liquor permit. This requires a vote of Council.

John E. Dunbar, Chief of Police – Kelly & Panth Incorporated, dba Gas & Express Mart, located at 535 Trenton Avenue, Findlay, Ohio. A check of the records shows no criminal record on the following:

Dhruv A. Patel

Lilaben S. Patel

Mayor Muryn – Shade Tree Commission appointment

Mayor Muryn is appointing Amy Wellman to the City of Findlay Shade Tree Commission to fill an unexpired term. Her appointment will be effective through December 31, 2020. This appointment does not require Council confirmation.

Service Director/Acting City Engineer Thomas – 3rd Capital Improvement appropriation

The equipment list and projects for the third (3rd) Capital Improvement allocation of the year is attached. Legislation authorizing the Service Director to advertise for bids and enter into contracts for construction and to appropriate and transfer funds is requested. Ordinance No. 2020-029 was created.

FROM: Water Fund	\$ 175,000.00
TO: Water Treatment #25050000-other	\$ 25,000.00
TO: Utility Billing #25072000-other	\$ 45,000.00
TO: Water Distribution #25053000-other	\$ 105,000.00
FROM: Sewer Fund	\$ 15,000.00
TO: WPC #25061000-other	\$ 15,000.00
FROM: Water Fund	\$ 10,000.00
TO: 2020 Water Valve Adjustment Program #35700900	\$ 10,000.00
FROM: Sewer Fund	\$ 40,000.00
FROM: Sewer Fund – Stormwater Restricted Account	\$ 35,000.00
TO: 2020 Manhole Adjustment Program #3560100	\$ 75,000.00

Service Director/Acting City Engineer Thomas – City of Findlay Rutherford Avenue 6-inch waterline project #35795200

By authorization of Ordinance No. 2020-006, a bid opening was held for this project on February 19, 2020. Bids were received from eight (8) potential contractors with bid amounts ranging from \$99,671.95 to \$136,473.49. The lowest and best bid was received from Hohenbrink Excavating, LLC of Findlay, Ohio. The project is included in the 2020 Capital Improvements Plan. The total project estimate is within the budgeted amount. One thousand dollars (\$1,000) was previously appropriated to the project for design and startup. An additional appropriation is needed for construction, inspection and contingency. Legislation to appropriate funds is requested. Ordinance No. 2020-030 was created.

FROM: Water Fund	\$ 119,000.00
TO: Rutherford Avenue 6-inch Waterline Project, Project No. 35795200	\$ 119,000.00

Traffic Commission minutes – February 18, 2020.

City Planning Commission agenda – March 12, 2020.; **minutes** – February 13, 2020.

Fire Chief Eberle – SIG program

The Ohio Bureau of Worker’s Compensation (BWC) offers financial assistance to employers through a Safety Intervention Grant (SIG) program which aims to reduce employees’ exposure to potential injuries. The program allows Ohio BWC to pay for 75% of certain items with the remaining twenty-five percent (25%) being a local match. Legislation authorizing to apply for this grant program in order to purchase the following items is requested:

1. An automatic hose rolling and moving system which helps avoid back injuries to firefighters when moving large diameter hoses. Each hose section can weigh in excess of one hundred pounds (100 lbs) and this system will increase safety and productivity. Total cost of this system is eight thousand five hundred thirty-five dollars (\$8,535.00).

2. A vehicle stabilization kit with lift attachments which is used on various emergency scenes for stabilization such as overturned vehicles or structurally damaged buildings. It increases safety for responders and helps to avoid injury. Cost for this system is eleven thousand five hundred dollars (\$11,500.00).

Total cost for both items is twenty thousand thirty-five dollars (\$20,035.00). The Ohio BWC will provide seventy-five percent (75%) of this or fifteen thousand twenty-six dollars and twenty-five cents (\$15,026.25). Local match is expected to be five thousand eight dollars and twenty-five cents (\$5,008.25). Legislation to allocate three thousand dollars (\$3,000.00) from the General Fund to help cover this local match with the remaining two thousand eight dollars and twenty-five cents (\$2,008.25) to be allocated from the existing Fire Department budget is requested with approval no later than the March 17, 2020 City Council meeting as the application period closes at the end of March is requested. Ordinance No. 2020-031 was created.

Safety Director Schmelzer – Airport hanger lease agreement

Marathon Petroleum Company and the Blanchard Valley Port Authority have begun examining the possibility of adding hanger space at the Findlay Airport. Legislation to initiate discussion about the project and a potential land lease to the Port Authority is requested. It is anticipated that MPC and BVPA will want a meeting in March to go over the details of this concept. Ordinance No. 2020-033 was created.

Hancock Regional Planning Commission Lizzy Essinger – Community Housing Improvement Program (CHIP) Program 2020

Hancock Regional Planning Commission and Great Lakes Community Action Partnership are applying for a Community Housing Improvement Program (CHIP) Program 2020 on behalf of Hancock County in partnership with the City of Findlay. The CHIP 2020 Program will provide seven hundred fifty thousand dollars (\$750,000.00) in grant funding to the community to put towards housing-related activities including emergency home repair and remodeling for low and moderate income persons. The partnership agreement that is required to be executed between the City and the County is attached. In addition to the necessary legal counsel and signatures, a resolution is required to be passed approving the agreement. Legislation authorizing the execution of a partnership agreement between the City and County waiving the statutory rules of Council and be passed on an emergency basis is requested. Ordinance No. 2020-034 was created.

Mayor Muryn – 2020 revenue projections

Mayor Muryn is providing additional information and clarity for the updated 2020 Revenue Projections for the City of Findlay. During the December budget hearings, she provided information on the previously waived estimated payments for tax year 2019 that would be received in 2020 would be significantly lower than originally projected. Due to the variance, along with the fact that this would also impact the estimate payments that would be received in 2020 for 2020, the Tax Administrator recommended changing the total income tax revenue projection from twenty-nine million two hundred forty-five thousand dollars (\$29,245,000) to twenty-four million five hundred fifty thousand dollars (\$24,550,000) which is a decrease of four million six hundred ninety-five thousand dollars (\$4,695,000).

With this new information, she anticipates that City Auditor Staschiak will be providing a new revenue projection in the near future. Unfortunately, this is a significant variance that could not be foreseen given the continued volatile and dependent nature of municipal income tax on businesses' net profits. Since receiving this news, the Administration team has been working diligently with the departments to ensure expenses are managed accordingly and have put a hold on any new hires, delayed capital purchases where appropriate, and are monitoring revenues closely. Mayor Muryn is not recommending any significant changes to City operations at this point and will continue to be wise stewards of our community's tax dollars. Because of a conservative approach toward the City's operating budgets, the City is appropriately positioned to absorb this shortfall. A graph showing historical income tax revenue by category is included. Updated revenue reports and projections will be received on or about April 27, 2020, June 22, 2020, and August 3, 2020 which will be shared to keep Council apprised of the City's position well in advance of the next budget season.

COMMITTEE REPORTS:

A **COMMITTEE OF THE WHOLE** meeting was held on Thursday, February 27, 2020 to discuss the sale of City-owned property (parcel number 600001008730 and via Ordinance No. 2020-027) for the development of apartments, retail space, offices and a parking garage.

LEGISLATION:

RESOLUTIONS: none

ORDINANCES:

ORDINANCE NO. 2020-017 (AFG grant) requires three readings

second reading

AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTER'S GRANT (AFG), ALONG WITH THE CITY OF FINDLAY'S TEN PERCENT (10%) MATCH, TO PURCHASE MOBILE AND PORTABLE RADIOS FOR THE FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-018 (American Tower – Station 3 lease) requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO RENEGOTIATE AND EXTEND TERMS OF AN EXISTING LEASE AGREEMENT WITH A TOWER MANAGEMENT COMPANY FOR A RADIO TOWER AT FINDLAY FIRE STATION #3.

ORDINANCE NO. 2020-019 requires three (3) readings

(City of Findlay W. Melrose Ave 12-inch waterline replacement)

second reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-020 requires three (3) readings
(Annual Street Resurfacing/Curb Repairs 2020 Project No. 32894500)

second reading

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

ORDINANCE NO. 2020-021 requires three (3) readings
(Howard Street Sewer Separation, Project No. 35577600; Howard Street Waterline Replacement, Project No. 3579100)

second reading

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

ORDINANCE NO. 2020-022 (social media accounts public records requests) requires three (3) readings
second reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-025 (second Capital Improvement appropriation) requires three (3) readings
second reading

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR AND THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-026 (zoning text amendments) requires three (3) readings
second reading

AN ORDINANCE REPEALING SECTIONS 1121.05, 1122.05, 1123.03, 1123.05, AND 1124.05 OF THE CURRENT ZONING CODE AND IN ITS PLACE, ENACTING AMENDED SECTIONS 1121.05, 1122.05, 1123.03, 1123.05, AND 1124.05 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2020-027 (sale of City-owned parking lot behind Argyle bldg (Main St) requires three (3) readings
second 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 FOR THE SALE OF A CITY-OWNED PARKING LOT LOCATED IMMEDIATELY WEST OF 524 SOUTH MAIN STREET, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-028 (farmland lease (Airport, Reservoirs, Carlin St) 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 A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIR, AND APPROXIMATELY TWENTY-THREE (23) ACRES AT THE CARLIN STREET LOCATION, ALL OWNED BY THE CITY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-029 (*3rd Capital Improvement Appropriation*) requires three (3) readings

first reading

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR AND THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-030 (*Rutherford Ave 6-inch waterline*) requires three (3) readings

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-031 (*BWC Safety Intervention Grant program – FFD*) requires three (3) readings

first reading

AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO BUREAU OF WORKER'S COMPENSATION (BWC) SAFETY INTERVENTION GRANT (SIG) PROGRAM, ALONG WITH THE CITY OF FINDLAY'S TWENTY-FIVE PERCENT (25%) MATCH, TO PURCHASE VARIOUS ITEMS AIMED TO REDUCE EMPLOYEES' EXPOSURE TO POTENTIAL INJURIES FOR THE FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-032 (*2019 Ordinances & Resolution changes*) requires three (3) readings

first reading

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

ORDINANCE NO. 2020-033 (*Airport hanger lease agreement*) requires three (3) readings

first reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO NEGOTIATE AND ENTER INTO A NEW LAND LEASE AGREEMENT WITH THE TOLEDO PORT AUTHORITY FOR PURPOSES OF CONSTRUCTING A PROPOSED HANGER FACILITY AT THE FINDLAY AIRPORT FOR USE AND OPERATION BY MARATHON PETROLEUM CORPORATION.

ORDINANCE NO. 2020-034 (*CHIP program 2020*) requires three (3) readings

first reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO PARTNER WITH HANCOCK COUNTY BY ENTERING INTO A PARTNERSHIP AGREEMENT FOR THE ADMINISTRATION OF THE COMMUNITY HOUSING IMPACT AND PRESERVATION (HEREINAFTER REFERRED TO AS "CHIP") PROGRAM FOR THE PURPOSE OF ADDRESSING LOCAL HOUSING NEEDS WITHIN HANCOCK COUNTY, OHIO, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS



PETITION FOR ZONING AMENDMENT CITY OF FINDLAY

(Revised May 2017)

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

We, the undersigned owner(s) of the following legally described property, hereby request consideration of a change in zoning district classification as specified below:

ADDRESS: 229 HOWARD Street

SUBDIVISION: KARG & Kob Add Lot 4738

LOT No.(s): _____

If a rezoning request involves more than one parcel, City Code requires that the petition be signed by the owners of at least fifty percent (50%) of the frontage of the lots under consideration. If applicable, owners must fill in the following section:

SIGNATURE	SUBDIVISION	LOT NO.	STREET FRONTAGE

IF NOT LOCATED IN A RECORDED SUBDIVISION, ATTACH LEGAL DESCRIPTION

EXISTING USE Single Family -

PRESENT ZONING DISTRICT R-2

PROPOSED ZONING DISTRICT R-4

- ATTACH:
- a. Vicinity map showing property lines, streets, and existing and proposed zoning.
 - b. List of all property owners within, contiguous to, and directly across the street from the proposed rezoning.

NOTE: COMPLIANCE WITH ABOVE REQUIREMENT IS EXTREMELY IMPORTANT. FAILURE TO NOTIFY ANY PROPERTY OWNER FALLING WITHIN THIS CRITERIA WILL POSSIBLY INVALIDATE THE REZONING ORDINANCE PASSED AS A RESULT OF THIS PETITION.

- c. A written statement of the reason for the request and justification for the change.
- d. If the area to be rezoned is a portion of a parcel, a survey must be done for the portion to be changed and it must be recorded as a new parcel at the County Recorder's Office.

Name of Owner BFB Properties LLC - BRAD BROGAN

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

Mailing Address 8138 FERNWOOD Drive Findlay, OH 45840

Phone No. (Home) (419) 721-4501 (Business) () -

Email: bradly2osu@gmail.com

2 / ²⁶~~16~~ / 2020
Date

Signature of contact person

OFFICE USE ONLY

\$250.00 fee paid _____ \$100 fee paid PUD approval _____

Applicable Advertising and Filing Fees Paid _____

Date Petition Submitted to City Council _____

Referral to Planning Commission _____ Referral to Planning & Zoning _____

Planning Commission _____ Disposition _____

Planning & Zoning _____ Disposition _____

Public Hearing Date Set by Council _____

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

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

Referred for Legislation: _____

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

Action by Council: _____ Ordinance No. _____

[Print](#) | [Back](#)

Hancock County GIS



Notes

Address: 821 FRANKLIN AVE FINDLAY OH 45840
Mailing Name: KAYJAR LLC
Address: **211 PARK AVE**
City State Zip: FINDLAY OH 45840

Parcel: 580000243800
Address: **223 HOWARD ST FINDLAY OH 45840**
Mailing Name: STEFFEN RENTALS LLC
Address: 1825 WINDSOR PL
City State Zip: FINDLAY OH 45840

Parcel: 580000244060
Owner: HOLLISTER PATTY K, MALONE MICHAEL J
Address: **301 HOWARD ST FINDLAY OH 45840**
Mailing Name: HOLLISTER ROBERT B
Address: 301 E MAIN CROSS ST
City State Zip: FINDLAY OH 45840

Parcel: 580000234440
Owner: FINDLAY COLLEGE
Address: **0 HOWARD ST FINDLAY OH 45840**
Mailing Name: UNIVERSITY OF FINDLAY
Address: 1000 N MAIN ST
City State Zip: FINDLAY OH 45840

Parcel: 580000234430
Owner: UNIVERSITY OF FINDLAY
Address: **0 HOWARD ST FINDLAY OH 45840**
Mailing Name: UNIVERSITY OF FINDLAY
Address: 1000 N MAIN ST
City State Zip: FINDLAY OH 45840

Parcel: 580000234420
Owner: UNIVERSITY OF FINDLAY
Address: **0 HOWARD ST FINDLAY OH 45840**
Mailing Name: UNIVERSITY OF FINDLAY
Address: 1000 N MAIN ST
City State Zip: FINDLAY OH 45840

City of Findlay

Christina M. Murn, Mayor

POLICE DEPARTMENT

John E. Dunbar, Chief of Police
318 Dorney Plaza, Room 116 • Findlay, OH 45840
Phone: 419-424-7194 • Fax: 419-424-7296
www.findlayohio.com

February 21, 2020

The Honorable Council:

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

Dhruv A. Patel
Lilaben S. Patel

Kelly & Panth Incorporated, DBA Gas & Express Mart,
535 W. Trenton Avenue, Findlay, Ohio 45840.

Sincerely,



John E. Dunbar
Chief of Police

**NOTICE TO LEGISLATIVE
AUTHORITY**

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

TO

4570454		TRFO	KELLY & PANTH INC DBA GAS & EXPRESS MART 535 W TRENTON AVE FINDLAY OH 45840
PERMIT NUMBER		TYPE	
06 01	2018		
ISSUE DATE			
02 14	2020		
FILING DATE			
C1	C2	PERMIT CLASSES	
32	044	A	F23729
TAX DISTRICT			RECEIPT NO.

FROM **02/19/2020**

**RECEIVED
FEB 21 2020
MAYOR'S OFFICE**

2760158			535 TRENTON AVENUE LLC DBA GAS & EXPRESS MARTS 535 W TRENTON AV FINDLAY OH 45840
PERMIT NUMBER		TYPE	
06 01	2018		
ISSUE DATE			
02 14	2020		
FILING DATE			
C1	C2	PERMIT CLASSES	
32	044		
TAX DISTRICT			RECEIPT NO.



MAILED **02/19/2020**

RESPONSES MUST BE POSTMARKED NO LATER THAN.

03/23/2020

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES

A TRFO 4570454

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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

Commerce Division of Liquor Control : Web Database Search

OWNERSHIP DISCLOSURE INFORMATION

This online service will allow you to obtain ownership disclosure information for issued and pending retail liquor permit entities within the State of Ohio.

Searching Instructions

Enter the known information and click the "Search" button. For best results, search only ONE criteria at a time. If you try to put too much information and it does not match exactly, the search will return a message "No records to display".

The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

SEARCH CRITERIA	
Permit Number	4570454
Permit Name / DBA	
Member / Officer Name	

Search Reset Main Menu

Member/Officer Name	Shares/Interest	Office Held
Permit Number: 4570454; Name: KELLY & PANTH INC; DBA: DBA GAS & EXPRESS MART; Address: 535 W TRENTON AVE FINDLAY 45840		
LILABEN PATEL	70.00	VICE PRES.
DHRUV PATEL	30.00	PRESIDENT

- [Ohio.Gov](#)
- [Ohio Department of Commerce](#)

[Commerce Home](#) | [Press Room](#) | [CPI Policy](#) | [Privacy Statement](#) | [Public Records Request Policy](#) | [Disclaimer](#) | [Employment](#) | [Contacts](#)



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

Brian A. Thomas, P.E., P.S.
Service Director
Paul E. Schmelzer, P.E., P.S.
Safety Director

February 19, 2020

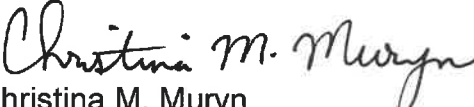
Honorable City Council
City of Findlay, Ohio

Dear Honorable Council Members:

It is my pleasure to appoint Amy Wellman to the City of Findlay Shade Tree Commission. Ms. Wellman is filling an unexpired term, and her term will be effective through December 31, 2020.

This appointment does not require the confirmation of City Council, however, I trust that you will concur with this selection.

Sincerely,


Christina M. Muryn
Mayor

cc: Amy Wellman
Shade Tree Commission

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

February 21, 2020

RE: Third Capital Improvement Appropriation

Dear Council Members:

The equipment list and projects for the third Capital Improvement allocation of the year is attached.

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

FROM: Water Fund	\$175,000	
TO: Water Treatment #25050000-other		\$ 25,000
TO: Utility Billing #25072000-other		\$ 45,000
TO: Water Distribution #25053000 - other		\$105,000
FROM: Sewer Fund	\$ 15,000	
TO: WPC #25061000 - other		\$ 15,000
FROM: Water Fund	\$ 10,000	
TO: 2020 Water Valve Adjustment Program (35700900)		\$ 10,000
FROM: Sewer Fund	\$ 40,000	
FROM: Sewer Fund - Stormwater Restricted Account	\$ 35,000	
TO: 2020 Manhole Adjustment Program (35601000)		\$ 75,000

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

**2020 Capital Improvements Appropriations
3rd Appropriation**

Appropriate Funds - Departments

From:	Water Fund	\$175,000	
To:	WATER TREATMENT PLANT - 25050000 - other	\$25,000	
	Replace 2007 Ford Escape		\$25,000
To:	UTILITY BILLING - 25072000 - other	\$45,000	
	Replace Service Truck		\$45,000
To:	WATER DISTRIBUTION - 25053000 - other	\$105,000	
	Replace 2008 Service Truck		\$65,000
	Replace 2001 Pickup Truck		\$40,000
From:	Sewer Fund	\$15,000	
To:	WPC - 25061000 - other	\$15,000	
	Replace 2008 3/4-Ton Pickup Truck (WPC Maintenance)		\$15,000

Appropriate Funds - Projects

From:	Water Fund	\$10,000	
To:	2020 Water Valve Adjustemnt Program (35700900)		\$10,000
From:	Sewer Fund	\$40,000	
To:	2020 Manhole Adjustment Program (35601000)		\$40,000
From:	Sewer Fund - Stormwater Restricted Account	\$35,000	
To:	2020 Manhole Adjustment Program (35601000)		\$35,000

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
Honorable City Council
Findlay, OH 45840

February 19, 2020

RE: City of Findlay Rutherford Avenue 6-inch Waterline Project #35795200.

Dear Council Members:

By authorization of Ordinance No. 2020-006, a bid opening was held for the above-referenced project on February 19, 2020. Bids were received from eight (8) potential contractors with bid amounts ranging from \$99,671.95 to \$136,473.49. The lowest and best bid was received from Hohenbrink Excavating, LLC of Findlay, Ohio.

The project is included in the 2020 Capital Improvements Plan, and the total project estimate is within the budgeted amount. Previously, an amount of \$1,000 was appropriated to the project for design and startup. At this time, an appropriation for construction, inspection and a contingency is needed to complete the project.

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

FROM: Water Fund	\$119,000
TO: Rutherford Avenue 6-Inch Waterline Project Project No. 35795200	\$119,000

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

TRAFFIC COMMISSION

City of Findlay
February 18, 2020

MINUTES

ATTENDANCE:

MEMBERS PRESENT: Safety Director Paul Schmelzer, Service Director/Acting City Engineer Brian Thomas, Police Chief John Dunbar, Fire Chief Josh Eberle, Councilman Jim Slough.

STAFF PRESENT: Matt Stoffel, Public Works Superintendent; Tom DeMuth, Traffic Signal Supervisor; Kathy Launder, City Clerk.

GUESTS PRESENT: Jim Welch, Taylor Kia.

OLD BUSINESS

1. Request to review pedestrian safety downtown Findlay.

6/17/2019

Councilman Grant Russel stated that a resident that was struck in a crosswalk recently downtown approached him with ideas to make downtown streets safer for pedestrians. A suggestion is to make all intersections in Downtown Findlay "No Turn on Red." Also, installing left turn lights on all traffic lights Downtown. DeMuth stated that plans are already in place for traffic light upgrades which will include left turn lights on all intersections that have left turn lanes in Downtown. Director Schmelzer stated that we can look at the Capital Plan, and in the interest of pedestrian safety downtown, we can move the request for signal upgrades up on the list to have them completed sooner. Discussion regarding "No Turn on Red" during certain hours. Have not done research on other downtowns or how this affect the Uniform Traffic code. Used to be No Turn on Red prior to 2003. Director Schmelzer stated that it makes sense for special hours. May back up traffic. What do we want to do in the interest of pedestrian safety. See what introduction to no turn on red would make on stacking. Maybe not on Main Cross and Sandusky intersections, but all other intersections in downtown have the "No Turn On Red" designation. Have DGL take a look at. Demuth stated that if you can't see to turn right on red without entering into the crosswalk to see to turn, then it should be "No Turn On Red." Director Schmelzer stated this should be part of the criteria along with stacking. Director Schmelzer requested the Engineering Department to do a study on the intersections with the criteria and come back with a list of intersections and a map to determine where we want to introduce the No Turn On Red. If we don't have anything conclusive, then look at engaging DGL. Director Thomas will contact DGL for a cost to do the study, if needed.

Motion to review the Capital Plan as it relates to the traffic signal upgrades in Downtown to determine if those projects can be moved up in the schedule; have Engineering Department study each Main Street intersection in the Downtown using the two criteria for right turn on red: 1. Do you have to encroach into the crosswalk to make a decision as to whether or not it safe to move forward in your vehicle, and 2. Stacking, then bring it back for further discussion, by Director Schmelzer, second by Chief Dunbar. Motion passed 4-0.

7/15/2019

Remains tabled.

8/19/2019

Motion to lift from table by Director Thomas, second by Director Schmelzer. Motion passed 5-0.

Director Thomas stated that they looked at the intersections downtown, looked at which intersections if you stop at the stop bar you can see and which ones you can't when you turn right. Director Thomas will be checking on pricing with DGL to do a model regarding stacking with data relative to traffic counts that we collected for the Downtown project, provide level of service projections for those intersections if those movements are restricted.

Motion to table request, by Director Schmelzer, second by Chief Dunbar. Motion passed 5-0.

2/18/2020

Remains tabled.

2. Request of Cathy Weygandt, 204 Greenlawn Avenue, for a traffic signal at Sixth Street and Washington Avenue due to concerns of pedestrian and cyclist trying to cross over Sixth Street.

8/19/2019

Lee Weygandt stated that it is difficult and dangerous to cross Sixth Street at Washington Avenue. Suggests installing a signal similar to the one at South Main Street and Baldwin Street, a traffic tripped light and a button to push for pedestrians. Some children cross there to get to Jefferson School. Would like a study done. Director Thomas stated that there are crosswalks there but no signal. Schmelzer wants to differentiate between how long you have to wait to cross a busy road and something we would put in place to actuate to stop traffic. Would take a look at adding a midblock crossing with signalization if a significant number of students cross there to get to Jefferson School. Would like to see what the changes look like around Jefferson School before making a decision. Will be doing additional monitoring in the area due to changes we are making around Jefferson School and will monitor this area as well.

Motion to table request pending additional investigation and analysis of the proposed changes of traffic patterns around Jefferson School, by Director Schmelzer, second by Councilman Slough. Motion passed 5-0.

9/16/2019

Remains tabled.

10/21/2019

Director Schmelzer requested Chief Dunbar to place the camera trailer near the intersection of Washington Avenue and Sixth Street to monitor the number of cars and pedestrians at this intersection, and bring back results.

11/18/2019

Remains tabled.

12/16/2019

Chief Dunbar stated that the camera trailer has been set at the intersection of Sixth Street and Washington Street to monitor pedestrian and bicycle traffic traveling Washington Street across Sixth Street. The trailer has not been up long enough to gather sufficient information. Will have a report at next month's meeting. Item remains tabled.

2/18/2020

Item remains tabled.

3. Request of Sonja Huffman, Center Street Block Watch, to make the intersection of Center Street and Carnahan Street a four-way stop.

9/16/2019

Ms. Huffman stated that Findlay is growing and more people are going to Riverside Park. There are also more activities going on at Riverside Park than there used to be. Ms. Huffman stated that members of the block watch approve the intersection Center Street and Carnahan Street becoming a four-way stop. Director Thomas stated that the City does not install stop signs for speed control. Traffic warrants need to meet requirements for an intersection to become a four-way stop. Motion to obtain traffic counts for Center Street and bring back to Traffic Commission for consideration of a four-way stop at Center Street and Carnahan Street, by Chief Eberle, second by Chief Dunbar. Motion passed 3-0.

10/21/2019

Director Thomas stated that there is some merit to activity of summer vs. non summer traffic. Traffic counts will be taken as soon as able to do so.

02/18/2020

Remains tabled.

NEW BUSINESS

1. Request of Jim Welch, Taylor Kia of Findlay, 12002 County Road 99, for a traffic light review to consider adding a turn signal at the corner of County Road 99 and Speedway Drive due to increased traffic.

Jim Welch explained that Taylor Kia has increased the traffic in the area significantly with the number of customers coming to their dealership. They have plans to expand in the next couple years. Director Schmelzer stated that the traffic counts there are warranting some significant improvements. Heavily involved with ODOT with examination of the whole corridor from County Road 140 to Main Street. Long story is there will be significant changes will be made, but will not be for at least a year. There is nothing that we are going to do in the short term to limit one of the through lanes to create its own turn lane. The only way to accomplish what is being requested is to the widen road, add a turn lane, and redo the signal. To do that from an intersection perspective does not makes sense, we have to do it from a corridor perspective. The City understands the issue and have been working on it for at least a year and a half. Trying to get a big picture plan done to address what we think not only what is happening now but future growth east of Main Street. Director Thomas stated that the first week of March will be a kick off meeting with ODOT. Will be updating traffic counts and project traffic counts. There will be turn lanes added as part of the project. Director Schmelzer stated the other part of it is funding. Once the City gets through the ODOT process, we can get a significant portion of the project paid for. The City will most likely be responsible for a 20% match.

Motion to deny request pending ongoing design considerations for corridor, by Director Schmelzer, second by Councilman Slough. Motion approved 5-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on Monday, March 16, 2020, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder
City Clerk

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday, March 12, 2020 - 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

- 1. PETITION FOR ZONING AMENDMENT #ZA-03-2020 filed by BFB Properties LLC to rezone 229 Howard Street from R-2 Single Family Medium Density to R-4 Duplex/Triplex.**
- 2. APPLICATION FOR SITE PLAN REVIEW #SP-02-2020 filed by Hancock County Agricultural Society, 1017 E Sandusky Street, Findlay for a proposed stone parking area.**
- 3. APPLICATION FOR SITE PLAN REVIEW #SP-03-2020 filed by Quality Lines Inc., 2440 Bright Road, Findlay for four (4) 40' x 320' storage unit buildings and a 100' x 140' storage and maintenance building for the utility company's trucks.**
- 4. APPLICATION FOR SITE PLAN REVIEW #SP-04-2020 filed by the University of Findlay, 1000 N Main Street, Findlay for a 3717 square foot addition to the Mazza Gallery at 201 College Street.**
- 5. APPLICATION FOR SITE PLAN REVIEW #SP-05-2020 filed by Pennrose Properties, LLC, 1435 Vine Street, Suite 312, Cincinnati OH for a 50 unit apartment building on the south side of Birchaven Lane.**

ADMINISTRATIVE APPROVALS

ADJOURNMENT

City of Findlay City Planning Commission

Thursday, February 13, 2020 – 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
Judy Scrimshaw
Erik Adkins, Flood Plain/Zoning Supervisor
Jeremy Kalb, Engineering Project Manager

GUESTS:

Jodi Mathias, Kyle Inbody, Jacob Mercer, Tom Shindeldecker, Beth Warnecke, Steve Welton, Jim Geyer, Josh Slough, Lou Wilin

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 January 9, 2020 meeting. Jackie Schroeder seconded. Motion carried 5-0-0.

NEW ITEMS

1. RIGHT-OF-WAY DEDICATION PLAT #FP-01-2020 filed by ODOT District 1, 1885 N McCullough Street, Lima, OH for an extension of Lake Cascades Parkway north of Lima Avenue.

CPC STAFF**General Information**

This is located on the north side of Lima Avenue just east of the US 68/15 interchange. The area is zoned I-2 General Industrial. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as PMUD Planned Mixed Use Development.

Parcel History

None.

Staff Analysis

The businesses in this area were served by a private service road through the years. With the recent highway construction it was decided to create a public street.

The roadway is already installed and this plat is being filed to dedicate the right-of-way to make it an official public street.

The street name needs to be added to the drawing.

Staff Recommendation

CPC Staff recommends that FCPC recommend approval to Findlay City Council of **RIGHT-OF-WAY DEDICATION PLAT #FP-01-2020 for an extension of Lake Cascades Parkway north of Lima Avenue subject to:**

- **Addition of the street name on the actual right-of-way drawing**

ENGINEERING

No Comment

FIRE PREVENTION

No comment.

RECOMMENDATION

Staff recommends that FCPC recommend approval to Findlay City Council of **RIGHT-OF-WAY DEDICATION PLAT #FP-01-2020 for an extension of Lake Cascades Parkway north of Lima Avenue subject to:**

- **Addition of the street name on the actual right-of-way drawing**

DISCUSSION

Dan Clinger asked about the irregularities in the right of way. He stated that there are a few areas where there appear to be odd shaped small parcels surrounded by the right-of-way lines.

Brian Thomas stated that he assumes this is what came out of the negotiation process with property owners. They are probably little left over pieces that were created by the roadway going through and the property owners probably did not want them. ODOT took the right-of-way as part of the project since they had to get rid of the existing service road and give them access. ODOT thought they could just give it to the City and Brian had to let them know the process. Engineering had been getting calls from a business wanting an address so they could get their deliveries, etc. They could not give them a legal address without a dedicated street and name to address it to.

MOTION

Dan DeArment made a motion to recommend approval to Findlay City Council of **RIGHT-OF-WAY DEDICATION PLAT #FP-01-2020 filed by ODOT District 1, 1885 N McCullough Street, Lima, OH for an extension of Lake Cascades Parkway north of Lima Avenue.**

2nd: **Dan Clinger**

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

2. ZONING AMENDMENT #ZA-01-2020

An amendment to the R-1 Single Family Low Density, R-2 single Family Medium Density, R-3 High Density and R-4 Duplex/Triplex zoning districts in the City of Findlay Zoning Ordinance. The proposed amendment allows infill development to match the front building setbacks of the neighboring existing properties.

An amendment to the R-3 Single Family High Density district in the City of Findlay Zoning Ordinance. The proposed amendment will make duplexes and triplexes a Conditional Use in the R-3 district.

DISCUSSION

Matt Cordonnier that this amendment is related to the zoning map amendment. We separated them into two ordinances.

Mr. Cordonnier stated that we are trying to address front yards for infill housing. There are the older neighborhoods, many that were built before zoning. Some houses may be set back 20', some 10' or even 5'. In most cases these are small lots. We are trying to keep some uniformity of the streetscape. If a house were to burn down and everything is built at 30' and it is zoned R-3, they could be allowed to put a new house out at only 10'. We want to avoid having a street with one house sticking way out in front of the others or one house that is set far back from the rest.

Mr. Cordonnier noted that we had a sentence on average front yard setback, but one part we did not like said that it was calculated on which ever one was lesser. We are proposing to change this for all three single family districts and the R-4 duplex/triplex district. This will only apply to infill development and additions to existing homes. This could eliminate the need for variances on adding a front porch for example.

Dan DeArment asked if there were recent issues that drove this change. Mr. Cordonnier stated that he anticipates with the map updates that more of the small lot neighborhoods that may now be R-1 or R-2 could be changed to R-3. If that neighborhood was built with larger setbacks and now the owner has R-3, he may feel he should be able to jut his house out closer to the right-of-way and then be the odd ball on the street. We can avoid that with this language.

Josh Slough, a local realtor, came forward to speak. He asked about the case of losing a home to a fire. If this is changed, can it be rebuilt? Mr. Cordonnier replied that this only applies to the front yard. Other setbacks will be relative to the zoning district.

The second change that Mr. Cordonnier noted was adding duplexes and triplexes as Conditional Uses in the R-3 district. There are many of these located in the R-3 district now and this will eventually grant them Conditional Use status bringing them into conformity with the zoning. If the language is adopted and added to the zoning ordinance, the second part will be to take all the properties and grant them a Conditional Use. It will be a very long list that will go before City Planning Commission. In one swoop, they will grant the Conditional Use to those properties and the notation will go in that address file.

Mr. Cordonnier noted that in our research we found say roughly 1000 duplexes/triplexes. Maybe 500 were established before zoning, perhaps 400 were converted with permits on file, and 100 have no record with the City showing that they were legally converted. The conversation will be whether to grant all 1000 the Conditional Use or only those we know are legal and just not address the remainder that we have no paperwork or evidence of a legal conversion. That will all be in phase II after the map change.

Brian Thomas asked to clarify that the duplexes and triplexes will be added to R-3, but we will not do away with the R-4 zoning classification. Mr. Cordonnier replied that that is correct. Mr. DeArment asked what about a duplex in R-2 or R-1 zoning. Matt Cordonnier's suggestion would be to update those now. As we notify property owners we may get some responses that they have a duplex we didn't find and we could change them to R-3. They are probably legal non-conforming now and they would still be so.

Dan Clinger said he thinks it makes sense to add the duplexes and triplexes to R-3 as Conditional Uses.

Josh Slough stated that his concern would be with the 10% left of undocumented properties. The current owner may have no knowledge that the property they bought or inherited, etc. was not legally converted. It's an investment property and will be less valuable to them if it would have to be put back to a single family use instead of a duplex. Mayor Muryn replied that we would not be requiring anyone to do that. We understand that we need housing. The last thing we want to do is to limit the number of units we have. The property would stay as it is. If zoning gets a call to confirm they will have to say it is nonconforming. If at some point that happens and you have to request a change there is that option. Mr. Cordonnier said that this debate will happen when we are granting the Conditional Use, but he would say that the option again would be for the City to grant that to any that were legally converted/built. He concurred that they would not be actively pursuing any changes to the property. Perhaps at some point they may need a variance on the parking standard or something to legitimize them, but that would only happen if necessary. They can work through the system to rectify it. The Conditional Use will go through Planning Commission. Mr. Cordonnier stated that one of the main criteria we have been looking at if not legally established, is the ability to meet parking standards. They could easily be giving the Conditional Use is so. If they cannot meet the parking standard, they may need to apply for variances or create some parking. That is one of the biggest detriments to a single family neighborhood.

Mayor Muryn commented that we are going to give owners an “opt out” opportunity for zoning changes. They will be notified of the proposed changes and if they think it is detrimental to them, they can stay as they are if they let us know.

Matt Cordonnier stated that he thought it might be beneficial to have this amendment follow the same course as the map amendment – have the same reading schedule. They are somewhat intertwined. A resident may have an issue with one or both and they could attend one meeting for both. He would like the Commission to give the recommendation to Council and state that they feel that both items should run concurrently.

MOTION

Mayor Muryn made a motion to recommend approval to Findlay City Council of **ZONING AMENDMENT #ZA-01-2020**

An amendment to the R-1 Single Family Low Density, R-2 single Family Medium Density, R-3 High Density and R-4 Duplex/Triplex zoning districts in the City of Findlay Zoning Ordinance. The proposed amendment allows infill development to match the front building setbacks of the neighboring existing properties.

An amendment to the R-3 Single Family High Density district in the City of Findlay Zoning Ordinance. The proposed amendment will make duplexes and triplexes a Conditional Use in the R-3 district.

Ms. Muryn further recommended that this item be discussed at the same time as the zoning map update.

2nd: Dan DeArment

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

3. ZONING MAP AMENDMENT #ZA-02-2020

A request to repeal the existing City of Findlay Zoning Map and replace it with an updated version.

DISCUSSION

Matt Cordonnier gave a brief summary of a power point presentation on zoning and the map changes which he had shown to the Commission previously. Ms. Muryn stated to the audience that this full presentation is available on the City's website. Mr. Cordonnier also showed the parcel search database, also available on the City's website, and commented that once the changes are adopted he plans to leave this up with the current zoning to be used for residents and realtors, etc. for reference.

Mr. Cordonnier stated that we will possibly be changing around 6000 parcels. He and the Mayor agree that it is appropriate to take the time to have the conversations with the public. Mayor Muryn commented that their recommendation is going to be to send a letter to all affected property owners explaining the change and giving information on who to contact if they want to discuss it. This will include a postcard which they can mail back with an "opt out" reply that they can sign and return meaning they wish to retain their current zoning. They will keep that card in the appropriate property address file. The mayor also stated that they would like to have one or two public meetings or open house type settings for folks to come in ask questions, express concerns, etc. We are trying to make changes to benefit the owners. We are not trying to penalize or make it difficult for anyone. Mr. Cordonnier noted that the letters will be individualized for each property. We will sync the database so we can say what the property is be rezoned to, what it currently is zoned and with a reason that we feel it fits in the new classification. And of course there is the "opt out" if you don't see any value in the change. He thinks we will contact those that do opt out just to be sure they understand that there could be issues down the road, but we certainly aren't going to force them to change. Mr. DeArment said he thinks the "opt out" option will eliminate controversy.

Steve Welton asked if the duplexes that may be illegal and don't have parking will be forced to go to single family. Mr. Cordonnier replied no. If there is no record of the conversion there could be two paths. If they exist and have enough parking, they can be granted the conditional use. If there is not enough parking, they can't be given the conditional use. If a bank calls, zoning will have to say it is not a conforming use, but the City is not going to pursue the owner to change it back. These thing usually don't show up until a time of sale. They can create some parking if possible or come in for a variance on the parking standard. Right now they just stay as they are. Mr. Welton asked if there is anything being proposed for parking in downtown. Mr. Cordonnier replied no. The only text amendments are for the average front yard setbacks and adding duplexes and triplexes to R-3. The map update is purely categories on the map.

MOTION

Dan DeArment made a motion to recommend approval to Findlay City Council of **ZONING AMENDMENT #ZA-02-2020 to repeal the current zoning map and revise as presented after public input.**

2nd: Christina Muryn

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

ADJOURNMENT

Christina Muryn
Mayor

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



Findlay Fire Department

Joshua S. Eberle, Chief

720 South Main Street
Findlay, OH 45840

Telephone: 419-424-7129 • Fax: 419-424-7849



February 25, 2020

Findlay City Council,

The Ohio Bureau of Worker's Compensation offers financial assistance to employers through a Safety Intervention Grant program (SIG), which aims to reduce employees' exposure to potential injuries. The program allows Ohio BWC to pay for 75% of certain items, with the remaining 25% being a local match.

The Findlay Fire Department would ask for City Council authorization to apply for this grant program in order to purchase the following items:

- (1) An automatic hose rolling & moving system, which helps avoid back injuries to firefighters when moving large-diameter hose. Each hose section can weigh in excess of 100 lbs, and this system will increase safety & productivity. The total cost of this system is \$8,535.
- (2) A vehicle stabilization kit with lift attachments. This equipment is used on various emergency scenes for stabilization, such as overturned vehicles or structurally damaged buildings. It increases safety for responders and helps to avoid injury. The cost for this system is \$11,500.

The total cost for both items is \$20,035. Ohio BWC will provide 75% of this, or \$15,026.25. The local match is expected to be \$5,008.25. The fire department would ask for City Council to allocate \$3000 from the general fund to help cover this local match, the remaining \$2,008.25 will be allocated from the existing fire department budget.

I respectfully ask that you consider this request no later than the March 17 council meeting, as the application period closes at the end of March.

If you have any questions regarding this, please let me know.

Sincerely,

Joshua S. Eberle, Chief
Findlay Fire Department



Office of the Mayor

Christina 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.
Service-Safety Director

February 28, 2020

City Council

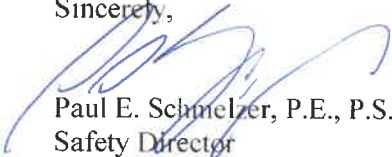
RE: Findlay Airport.

Members,

Marathon Petroleum Company and the Blanchard Valley Port Authority have begun examining the possibility of adding additional hangar space at the Findlay Airport.

Legislation has been introduced to initiate discussion about the project and a potential land lease to the Port Authority. I expect MPC and BVPA would appreciate a meeting in March to go over details of the concept for your consideration.

Sincerely,



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

pc:

Christina Muryn

Matt McVicker

Don Rasmussen

Jim Staschiak



February 26, 2020

Findlay City Council
318 Dorney Plaza
Findlay, Ohio 45840

RE: Community Housing Improvement Program (CHIP) Program 2020

Honorable Members of Council:

Hancock Regional Planning Commission and Great Lakes Community Action Partnership are applying for CHIP 2020 on behalf of Hancock County in partnership with the City of Findlay.

The Community Housing Impact and Preservation (CHIP) 2020 Program will provide \$750,000.00 in grant funding to our community to put towards housing-related activities, including emergency home repair and remodeling for low- and moderate-income persons.

Please find attached the partnership agreement that is required to be executed between the City and the County. In addition to the necessary legal counsel and signatures, it is required that a resolution be passed approving the agreement.

We respectfully request that the three readings be waived and this resolution be passed on an emergency basis.

For your information I have attached the agreement and resolution from 2 years ago. If you have any questions please don't hesitate to contact HRPC.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lizzy Essinger", is written over a light blue horizontal line.

Lizzy Essinger
Hancock Regional Planning Commission

318 Dorney Plaza, Room 304
Phone: 419-424-7094 • hrpc@findlayohio.com

Community Housing Impact and Preservation Partnership Agreement

between

Hancock County and City of Findlay

WHEREAS, Hancock County and City of Findlay (Partner) wish to address various housing needs of low and moderate income residents of the county and cities; and

WHEREAS, the State of Ohio, Development Services Agency, Office of Community Development (OCD) provides financial assistance to local governments under its Program Year 2020 (PY2020) Community Housing Impact & Preservation (CHIP) program for the purpose of addressing local housing needs; and

WHEREAS, the Partners are eligible to apply for CHIP funds from the State of Ohio;

WHEREAS, OCD encourages local CHIP eligible communities to request funds as Partners in one application; and the Partners desire to file a combined application under the CHIP Program to receive financial assistance to address needs, prioritized by the local Housing Advisory Committee;

NOW, THEREFORE, the Partners hereby agree to the following terms of this Partnership Agreement (Agreement):

1. Hancock County has agreed to serve as the single applicant for funds and subsequent Grantee responsible for administering the CHIP grant, if funded.
2. Hancock County is responsible for submitting the CHIP grant application in cooperation with the City of Findlay, including procuring an administrator who shall conduct the detailed tasks of the planning process.
3. Hancock County agrees to implement the PY2020 CHIP, if funded, in compliance with Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Ohio Housing Trust Fund (OHTF) requirements, the State of Ohio Consolidated Plan, the CHIP program guidelines, and this Agreement.
4. This Agreement applies to any funds awarded from the State of Ohio PY2020 CHIP program. This Agreement remains in effect until the CHIP funds are expended and the funded activities completed and closed out. The Partners cannot terminate or withdraw from this Agreement while it remains in effect.

5. The Partners acknowledges the maximum CHIP fund request is \$750,000, as follows:

- Hancock County: \$400,000
- City of Findlay: \$350,000

The Partners understand funding amounts can be revised based on recommendations of the Hancock County Housing Advisory Committee (HAC) and partner's consensus.

6. The Partners mutually agrees to comply with Office of Community Development Programs Program Policy Notices: OCD 15-01, Responsibility for Grant Administration; 15-02, Procurement of Grant Administration Services; 15-03, Finance Mechanisms; 15-04, Program Income Policy; 17-02, National Objective Guidance; 17-03 Environmental Review Procedures for Multit-Year Activities and Supplemental Assistance; 18-01, Grant Operations & Financial Management Policy; 15-07, Resolving a Potential Conflict of Interest; and CHIP Outcomes Clarification notice dated March 18,2019.
7. Partners understands the amount of funds awarded to any or all jurisdictions may be less than the request.
8. The Partners will arrive at a funding decision, prior to submission of the PY2020 CHIP application based on program income commitments or other resources leveraged.
9. The City of Findlay approves the grantee to direct the administrator to commit activity funds, proportional to the jurisdictional totals in #5, and to adjust proportionally relative to the percentage allocated of the grant award.
10. This Agreement does not contain a veto provision or other restriction that would allow any party to obstruct the implementation of the CHIP, during the PY2020 CHIP grant period.
11. The City of Findlay agrees to provide information to the Grantee for reporting purposes.
12. All program and financial records will be retained by the Grantee after the financial closeout is complete.
13. The Partners agrees to adopt the Hancock County CHIP Policy and Procedures Manual, and any future amendments and shall apply these policies to any activities conducted under the PY2020 CHIP.
14. The Partners agree any mortgages expected to generate program income will be prepared as follows: Any mortgages expected to generate program income will be prepared by the County and administrator and the County shall be the lien-holder for any property assisted. The County shall receive subsequent program income and reporting and expenditure of any such program income shall become the responsibility of the County.
15. Partner agrees to the following selection criteria, for funded activities:
 - Home Repair applications will be first-come, first-serve within each Partner's jurisdiction first, and then, if funding remains on March 30, 2022, within the grant service area.
 - Rehabilitation applications will be ranked according to the Hancock County's Policy and Procedure Manual, which states each Partner's jurisdiction first and then, if funds remain uncommitted on October 31, 2021, within the grant service area.

- Habitat for Humanity (Habitat) participants will be selected through the Habitat application process and additionally satisfy all applicable CHIP program requirements, including HOME rules and regulations.
- Tenant Based Rental Assistance (TBRA) applications will comply with the local housing authority selection process.

16. The Partners agree to the following finance mechanism, for funded activities:

- Owner-occupied home repair will be provided as a grant.
- TBRA will be provided as a grant.
- Owner-occupied rehabilitation will be provided as a five-year declining, partially forgivable loan with twenty percent (20%) remaining due and owing, whenever the home is sold, rented or transferred.
- Habitat will be provided as a ten-year fully forgivable loan.
- Rental rehabilitation will be provided as a loan, 100% forgivable after ten years, with owners providing up to 50% match on hard costs.
- Rental repair will be provided as a loan, 100% forgivable after two years, with owners providing up to 50% match on hard costs.

17. The Partners agree the following table represents the responsibilities of partner tasks to be undertaken by one or more Partners directly, through cooperation, or by contract:

Task	Hancock County	City of Findlay	Administrator
X=primary role			
Y=support/cooperate			
Procure Administrator	X	Y	
Convene HAC	X	Y	X
Designate OCEAN Program roles	X		
Sign/authorize application submission	X		
Manage grant fund administration	X		X
Provide on-going oversight of administrator as detailed in administrative contract	X		
Receive and manage program income	X	X	Y
Pay contractors/vendors	X		Y
Prepare/file reports	X		X
Retain all grant records for auditing/monitoring	X		Y

IN WITNESS WHEREOF, the parties hereto have executed this Partnership Agreement Between Hancock County and the City of Findlay for the application and Administration of the PY2020 Community Housing Impact and Preservation (CHIP) Program and authorized by the Grantee with the authorizing legislation # _____ and dated _____, 2020.

GRANTEE:

Hancock County Commissioners, Grantee
514 South Main Street
Findlay, OH, 45840
Phone# 419-424-7094

Name: _____
Date: _____
Mark Garzarek, Commissioner

Witness to Grantee Signatures: _____
Date: _____

Approved to Form:

Name: _____
Date: _____
Hancock County Prosecutor

IN WITNESS WHEREOF, the parties hereto have executed this Partnership Agreement Between Hancock County and the City Findlay for the application and Administration of the PY2020 Community Housing Impact and Preservation (CHIP) Program and authorized by the Partner with the authorizing legislation # _____ and dated _____, 2020.

PARTNER:

City of Findlay, Partner
318 Dorney Plaza
Findlay, OH 45840
Phone# 419-424-7137

Name: _____

Date: _____

Christina Muryn, Mayor

Witness to Partner Signature: _____

Date: _____

Approved to Form:

Name: _____

Date: _____

Findlay Law Director

COPY

CHIP Partnership Agreement
between
Hancock County and the City of Findlay
(The "Partners")

WHEREAS, the Partners wish to address various housing needs of low and moderate income residents of the county and city; and

WHEREAS, the State of Ohio, Development Services Agency, Office of Community Development (OCD) provides financial assistance to local governments under its Program Year 2018 Community Housing Impact & Preservation (CHIP) program for the purpose of addressing local housing needs; and

WHEREAS, both Partners are eligible to apply for CHIP funds from the State of Ohio and OCD encourages local CHIP eligible communities to request funds as partners in one application; and

WHEREAS, the Partners desire to file a combined application under the CHIP Program to receive financial assistance to address needs as prioritized by the local Housing Advisory Committee;

NOW, THEREFORE, the Partners hereby agree to the following terms of this Agreement:

1. Hancock County has agreed to serve as the single applicant for funds and subsequent Grantee responsible for administering the CHIP grant, if funded;
2. Hancock County is responsible for submitting the CHIP grant application in cooperation with the City of Findlay, including procuring an administrator(s) who shall also conduct the detailed tasks of the planning process.
3. Hancock County agrees to implement the PY'2018 CHIP, if funded, in compliance with Community Development Block Grant, HOME and Ohio Housing Trust Fund requirements, the State of Ohio Consolidated Plan, the CHIP program guidelines, and this Agreement.
4. This Agreement applies to any funds awarded from the State of Ohio PY'2018 CHIP program. This Agreement remains in effect until the CHIP funds are expended and the funded activities completed and closed out. The Partners cannot terminate or withdraw from this Agreement while it remains in effect.
5. The Partners have a mutual understanding that they are in compliance with Office of Community Development Programs Program Policy Notices: OCD 15-01, Responsibility for Grant Administration; 15-02, Procurement of Grant Administration Services; 15-03, Finance Mechanisms; 15-04, Program Income Policy; 15-05, National Objective Guidance; 15-06, Grant Operations & Financial Management Policy; and 15-07, Resolving a Potential Conflict of Interest; 16-02 - Use of Force Account Labor in Community and Economic Development Programs; 17-01 - Grant Operations and Financial Management



Policy; 17-02 - Qualifying Community Development and Residential Public Infrastructure Projects using Community Development Block Grant National Objectives; 17-03 - Environmental Review Procedures for Multi-Year Activities and Supplemental Assistance or any updated versions of these memos instituted by ODSA/OCD during the period of this agreement.

6. The Partners acknowledge that the total request for \$750,000 of CHIP funds is based on maximum budget contributions as follows:
 - Hancock County: \$400,000
 - The City of Findlay: \$350,000
7. The Partners understand that funds may be awarded to either or both jurisdictions that are less than the maximum.
8. The partners will arrive at a decision prior to submission of the 2018 CHIP application on commitments of program income or other resources as leveraged funds to the request.
9. The Partners expect that the grantee will direct the administrator to commit activity funds, as much as is practical, proportional to the jurisdictional totals in # 6 # 8 above, adjusted proportional to the relative shares of any grant award.
10. This Cooperating Agreement does not contain a provision for veto or other restriction that would allow any party to obstruct the implementation of the CHIP Program during the PY'2018 CHIP grant period.
11. Information will be provided to the grantee by the Partners as necessary for reporting purposes.
12. All program and financial records will be retained by the grantee after financial closeout.
13. The partners agree to adopt the Hancock County CHIP Policy and Procedures Manual and shall apply these policies to any activities conducted under the 2018 CHIP.
14. Any mortgages expected to generate program income will be prepared by the County and administrator and the County shall be the lien-holder for any property assisted. The County shall receive subsequent program Income and reporting and expenditure of any such Program Income shall become the responsibility of the county.
15. The County will commit program income funds to future eligible outcomes, as much as is practical, proportional to jurisdictional totals received.
16. The Partners agree to the following selection criteria, as applicable to funded activities:
 - Owner Home Repair applications will be first-come first-serve within each Partner's jurisdiction first and then, if funding remains on March 30, 2020, within the grant service area.
 - Private Owner Rehabilitation applications will be ranked according to Hancock County's Policy and Procedure Manual within each Partner's jurisdiction first and

then, if funds remain uncommitted on October 31, 2019, within the grant service area.

- New Construction Habitat participants will be those selected through the Habitat application process and who additionally satisfy all applicable CHIP program requirements, including those rules and regulations of HOME.
- TBRA applications will comply with the local housing authority selection process.

17. The Partners agree to elect to choose the following finance mechanism, as applicable, for funded activities:

- Owner-occupied Home Repair will be provided as a grant.
- Tenant-Based Rental Assistance will be provided as a grant.
- Private-Owner Rehabilitation will be provided as a five-year declining partially forgivable loan with twenty percent (20%) remaining due and owing whenever the home is sold, rented or transferred.
- New Construction Habitat will be provided as a ten-year fully forgivable loan.
- Rental Rehabilitation will be provided as a loan, 100% forgivable after 10 years, with private owners providing 50% match on "hard costs".
- Rental Repair will be provided as a loan, 50% forgivable each year for 2 years, with private owners providing 50% match on "hard costs".

18. The Partners agree that the following table represents the responsibilities for tasks to be undertaken by one or more partners directly, through cooperation, or by contract:

Task X=primary role Y=support/cooperate	Hancock County	City of Findlay	Administrator
Procure Administrator	X	Y	
Convene HAC	X	Y	X
Designate OCEAN Program roles	X		
Sign/authorize application submission	X		
Manage grant fund administration	X		X
Provide on-going oversight of administrator as detailed in administrative contract	X		
Receive and manage program income	X		Y
Pay contractors/vendors	X		Y
Prepare/file reports	X		X
Retain all grant records for auditing/ monitoring	X		Y

19. The Hancock County-Findlay partners agree to the following proposed CHIP grant funds distribution between the partners by partner, along with projected outcomes:

	Proposed Allocation		Proposed # units		Total \$	Total units
	Hancock	Findlay	Hancock units	Findlay units		
Owner Rehab	\$ 217,600	\$ 130,400	5	3	\$ 348,000	8
Owner Repair	\$ 120,000	\$ 89,000	10	8	\$ 209,000	18
Rental Repair		\$ 16,000		2	\$ 16,000	2
TBRA	\$ 14,400	\$ 28,600	2	4	\$ 43,000	6
Habitat		\$ 44,000		2	\$ 44,000	2
Total	\$ 352,000	\$ 308,000	17	19	\$ 660,000	36
Administration	\$ 48,000	\$ 42,000			\$ 90,000	
Total Request	\$ 400,000	\$ 350,000			\$ 750,000	

Program income funds of \$3,601 would be committed to the private owner rehab funds

The partners understand and acknowledge that these goals do not represent a commitment of guaranteed grant funds to partners.

Legal Form and Sufficiency

This Cooperating Agreement has been reviewed by legal counsels of each Party, and it has been determined that the terms and conditions of said agreement are fully authorized under State and local law and that said agreement provides legal authority for Hancock County.

For Hancock County:



Date: 4-3-18

For the City of Findlay:



Date: 4/4/18

Approval by governing Bodies:

This agreement has been approved by the governing bodies as follows. Documentation is attached to demonstrate appropriate actions by:

Approved by Hancock County Commissioners: Resolution # 196-18 Date: 3-27-2018

Approved by Findlay City Council: ^{ORDINANCE} Resolution # 2018-036 Date: 4/3/18

THE UNDERSIGNED REPRESENTATIVES OF THIS COOPERATING AGREEMENT HEREBY AGREE TO THE ABOVE STATED TERMS AND CONDITIONS ON THIS

3rd DAY OF April, 2018.

For Hancock County:

Justin K. Bechtel
President, County Commissioners

For the City of Findlay:

Lydia Mihalik
LYDIA C. MIHALIK MAYOR

Name, Title

ORDINANCE NO. 2018-036

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO PARTNER WITH HANCOCK COUNTY BY ENTERING INTO A PARTNERSHIP AGREEMENT FOR THE ADMINISTRATION OF THE COMMUNITY HOUSING IMPACT AND PRESERVATION (HEREINAFTER REFERRED TO AS "CHIP") PROGRAM FOR THE PURPOSE OF ADDRESSING LOCAL HOUSING NEEDS WITHIN HANCOCK COUNTY, OHIO, AND DECLARING AN EMERGENCY.


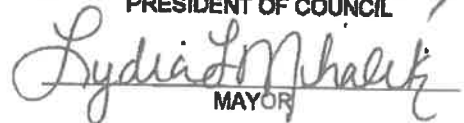
WHEREAS, Council and the Administration have reviewed such proposal and do desire to ratify and adopt said agreement.

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 hereby is authorized to partner with Hancock County by entering into a Partnership Agreement for the administration of the Community Housing Impact and Preservation Program, a copy of said agreement is attached hereto and made a part hereof as though fully rewritten herein, marked "Exhibit A".

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 it is immediately necessary to enter into said partnership with Hancock County, and also enter into said agreement with CHIP, so that various housing needs of low to moderate income residents of Hancock County may be addressed,

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


PRESIDENT OF COUNCIL

MAYOR

PASSED: April 3, 2018

ATTEST: Denise DeVore
CLERK OF COUNCIL

APPROVED: April 3, 2018

RESOLUTION

March 27, 2018
Resolution No. 196 -18

RE: AUTHORIZING A CHIP PARTNERSHIP AGREEMENT BETWEEN HANCOCK COUNTY & THE CITY OF FINDLAY FOR THE PY2018 CHIP GRANT.

The Board of County Commissioners, Hancock County, Ohio met in regular session on the 27th day of March, 2018, with the following Commissioners present:

Timothy K. Bechtol, Mark D. Gazarek, and _____

The Clerk advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Gazarek moved for adoption of the following resolution:

WHEREAS, Board for Hancock County Commissioners and the City of Findlay wish to act in cooperation with each other for the PY2018 CHIP Grant to the Findlay/Hancock County Area; and

WHEREAS, the County and City wish to enter into a CHIP Partnership agreement attached hereto as to the terms of said cooperation; and

NOW THEREFORE BE IT RESOLVED that the Board of Hancock County Commissioners hereby authorize the execution of the CHIP Partnership Agreement attached hereto and incorporated herein as if fully rewritten.

Bechtol seconded the Resolution and the roll being called upon its adoption, the vote resulted as follows:

Board of Hancock County Commissioners

absent

Brian J. Robertson, President

Timothy K. Bechtol yes

Timothy K. Bechtol, Vice-President

YES
Mark D. Gazarek, Commissioner

ATTEST:

Karissa Fox
Sarah Mutchler, Clerk Karissa Fox, Asst Clerk
Board of Hancock County Commissioners

DATE: 3/27, 2018

V:Cindy/HRPC/CHIP2018PartnershipAg&Res

Auditor
HRPC
HRPC File
City of Findlay



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

Brian A. Thomas, P.E., P.S.
Service Director
Paul E. Schmelzer, P.E., P.S.
Safety Director

February 26, 2020

RE: 2020 Revenue Projections

Honorable City Council Members,

I wanted to provide additional information and clarity around the updated 2020 Revenue Projections for the City of Findlay.

Hopefully you recall that I shared during the December budget hearings that we had just received information that the previously waived estimated payments for tax year 2019 that would be received in 2020 were going to be significantly lower than originally projected. Due to this variance, along with the fact that this would also impact the estimate payments that would be received in 2020 for 2020, the Tax Administrator was recommending changing the total income tax revenue projection from \$29,245,000 to \$24,550,000; a decrease of \$4,695,000. With this new information, I would anticipate that Auditor Staschiak will be providing a new revenue projection in the near future.

Unfortunately, this is a significant variance that could not be foreseen given the continued volatile and dependent nature of municipal income tax on businesses' net profits.

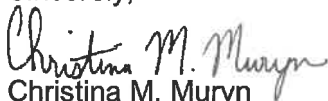
Since receiving this news, our Administrative team has been working diligently with the departments to ensure we manage expenses accordingly. We have put a hold on any new hires, delayed capital purchases where appropriate, and we are monitoring revenues closely.

At this point, I am not recommending any significant changes to our operations. We will continue to be wise stewards of our community's tax dollars. Because of our conservative approach toward our operating budgets, we are appropriately positioned to absorb this shortfall.

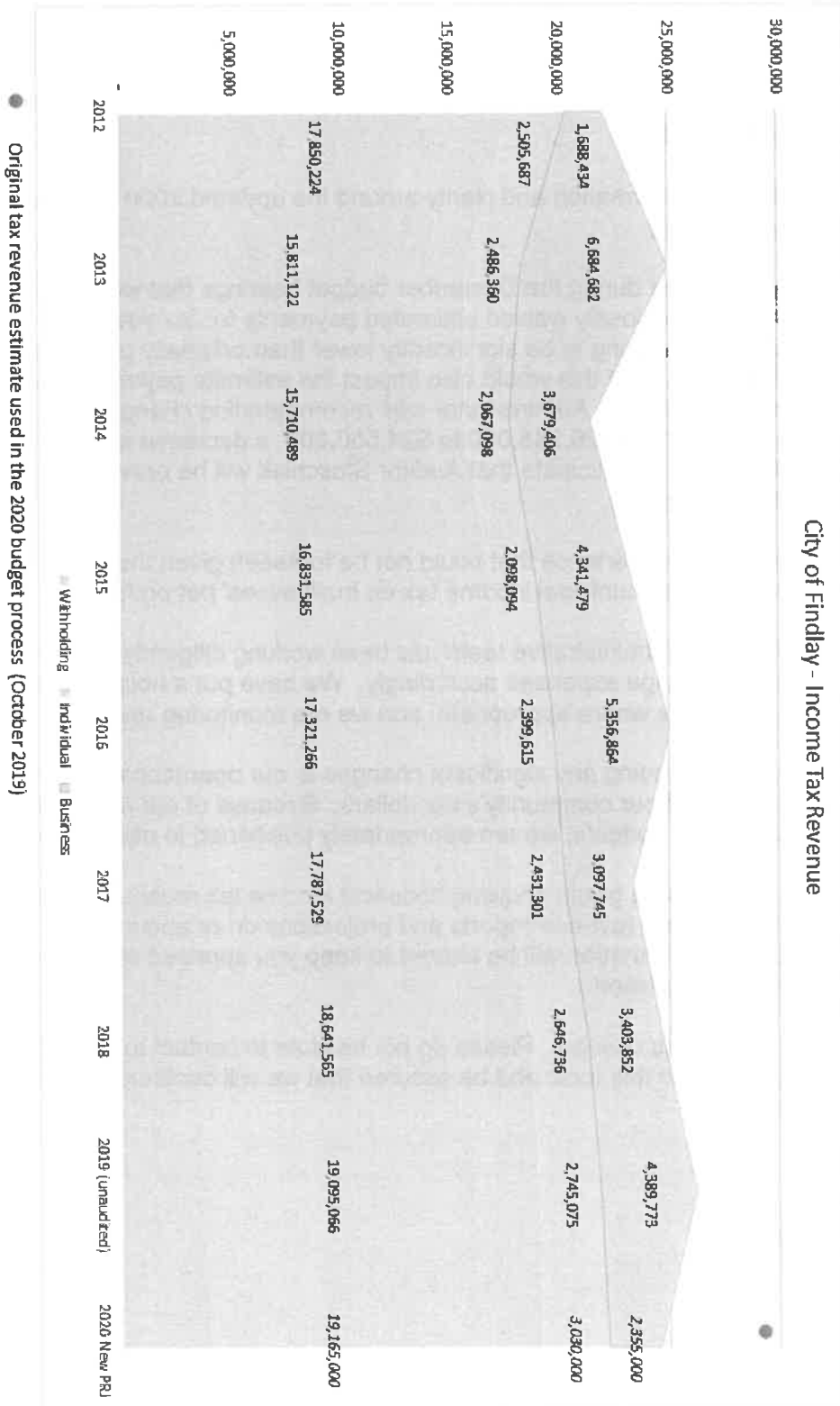
For your convenience, I included a graph showing historical income tax revenue by category. We will also be receiving updated revenue reports and projections on or about April 27, June 22, and August 3. This information will be shared to keep you apprised of our position well in advance of our next budget season.

I appreciate your attention to this change. Please do not hesitate to contact myself or Auditor Staschiak with any questions on this topic and be assured that we will continue to provide updates as we receive them.

Sincerely,


Christina M. Muryn
Mayor

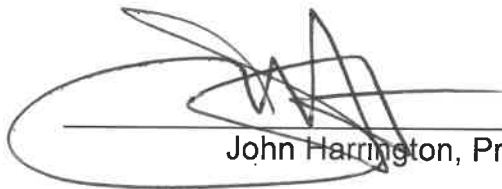
Brian A. Thomas, P.E., P.S.
Service Director
Paul E. Schmeizer, P.E., P.S.
Safety Director



COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A COMMITTEE OF THE WHOLE meeting was held on Thursday, February 27, 2020 to discuss the sale of City-owned property (parcel number 600001008730 and via Ordinance No. 2020-027) for the development of apartments, retail space, offices and a parking garage.



John Harrington, President of Council

2:00

3:00 ADJOURN

COMMITTEE OF THE WHOLE

DATED: February 27, 2020

ATTENDANCE: HARRINGTON, HAAS, GREN, NIEMEYER,
RUSSEL, SHANDLEDECKER, WATNECKE, PALMER, HELLMANN
WORSER, SLOUGH

PRESENTERS:

ELVIS GALEY, GARY RAKIN, KEVIN RAMSAY, JOE UNESTIA,
JOHN MAZZA
~~LEZZY ALCHABARAL, TONY ANTONIOM~~

(23) PUBLIC ATTENDANCE (APPROXIMATELY)

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
MARCH 3, 2020**

ORDINANCE NO. 2020-017 (*AFG grant*) **requires three readings** **second reading**
AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTER'S GRANT (AFG), ALONG WITH THE CITY OF FINDLAY'S TEN PERCENT (10%) MATCH, TO PURCHASE MOBILE AND PORTABLE RADIOS FOR THE FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-018 (*American Tower – Station 3 lease*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO RENEGOTIATE AND EXTEND TERMS OF AN EXISTING LEASE AGREEMENT WITH A TOWER MANAGEMENT COMPANY FOR A RADIO TOWER AT FINDLAY FIRE STATION #3.

ORDINANCE NO. 2020-019 **requires three (3) readings** **second reading**
(*City of Findlay W. Melrose Ave 12-inch waterline replacement*)
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-020 **requires three (3) readings** **second reading**
(*Annual Street Resurfacing/Curb Repairs 2020 Project No. 32894500*)
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-021 **requires three (3) readings** **second reading**
(*Howard Street Sewer Separation, Project No. 35577600; Howard Street Waterline Replacement, Project No. 3579100*)
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-022 (*social media accounts public records requests*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-025 (*second Capital Improvement appropriation*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR AND THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-026 (*zoning text amendments*) **requires three (3) readings** **second reading**
AN ORDINANCE REPEALING SECTIONS 1121.05, 1122.05, 1123.03, 1123.05, AND 1124.05 OF THE CURRENT ZONING CODE AND IN ITS PLACE, ENACTING AMENDED SECTIONS 1121.05, 1122.05, 1123.03, 1123.05, AND 1124.05 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2020-027 (*sale of City-owned parking lot behind Argyle bldg (Main St)*) **requires three (3) readings** **second 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 FOR THE SALE OF A CITY-OWNED PARKING LOT LOCATED IMMEDIATELY WEST OF 524 SOUTH MAIN STREET, AND DECLARING AN EMERGENCY.

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

MARCH 3, 2020

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MARCH 3 2020 MEETING.

ORDINANCES

- 2020-028 AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIR, AND APPROXIMATELY TWENTY-THREE (23) ACRES AT THE CARLIN STREET LOCATION, ALL OWNED BY THE CITY, AND DECLARING AN EMERGENCY.
- 2020-029 AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR AND THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.
- 2020-030 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2020-031 AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO BUREAU OF WORKER'S COMPENSATION (BWC) SAFETY INTERVENTION GRANT (SIG) PROGRAM, ALONG WITH THE CITY OF FINDLAY'S TWENTY-FIVE PERCENT (25%) MATCH, TO PURCHASE VARIOUS ITEMS AIMED TO REDUCE EMPLOYEES' EXPOSURE TO POTENTIAL INJURIES FOR THE FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.
- 2020-032 AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.
- 2020-033 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO NEGOTIATE AND ENTER INTO A NEW LAND LEASE AGREEMENT WITH THE TOLEDO PORT AUTHORITY FOR PURPOSES OF CONSTRUCTING A PROPOSED HANGER FACILITY AT THE FINDLAY AIRPORT FOR USE AND OPERATION BY MARATHON PETROLEUM CORPORATION.
- 2020-034 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO PARTNER WITH HANCOCK COUNTY BY ENTERING INTO A PARTNERSHIP AGREEMENT FOR THE ADMINISTRATION OF THE COMMUNITY HOUSING IMPACT AND PRESERVATION (HEREINAFTER REFERRED TO AS "CHIP") PROGRAM FOR THE PURPOSE OF ADDRESSING LOCAL HOUSING NEEDS WITHIN HANCOCK COUNTY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2020-028

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIR, AND APPROXIMATELY TWENTY-THREE (23) ACRES AT THE CARLIN STREET LOCATION, ALL OWNED BY THE CITY, AND DECLARING AN EMERGENCY.

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 Service Director of the City of Findlay, Ohio be and he is hereby authorized to advertise for bids and enter into a lease agreement(s) for farmland area owned by the City of Findlay, for a period of three (3) years, beginning in calendar year 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 it is immediately necessary to secure said bids so that said lease agreement may be entered into prior to the 2020 farming season to run through calendar years 2022.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2020-029

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR AND THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Service Director and the Safety Director of the City of Findlay be and they are hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set for in the Capital Improvements Program for the year 2020.

SECTION 2: That to pay for the costs of said equipment purchases and project construction, there is hereby appropriated and transferred the following sums:

FROM:	Water Fund	\$ 175,000.00
TO:	Water Treatment #25050000-other	\$ 25,000.00
TO:	Utility Billing #25072000-other	\$ 45,000.00
TO:	Water Distribution #25053000-other	\$ 105,000.00
FROM:	Sewer Fund	\$ 15,000.00
TO:	WPC #25061000-other	\$ 15,000.00
FROM:	Water Fund	\$ 10,000.00
TO:	2020 Water Valve Adjustment Program #35700900	\$ 10,000.00
FROM:	Sewer Fund	\$ 40,000.00
FROM:	Sewer Fund – Stormwater Restricted Account	\$ 35,000.00
TO:	2020 Manhole Adjustment Program #35601000	\$ 75,000.00

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that the aforementioned project may proceed.

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 _____

**2020 Capital Improvements Appropriations
3rd Appropriation**

Appropriate Funds - Departments

From:	Water Fund	\$175,000	
To:	WATER TREATMENT PLANT - 25050000 - other	\$25,000	
	Replace 2007 Ford Escape		\$25,000
To:	UTILITY BILLING - 25072000 - other	\$45,000	
	Replace Service Truck		\$45,000
To:	WATER DISTRIBUTION - 25053000 - other	\$105,000	
	Replace 2008 Service Truck		\$65,000
	Replace 2001 Pickup Truck		\$40,000
From:	Sewer Fund	\$15,000	
To:	WPC - 25061000 - other	\$15,000	
	Replace 2008 3/4-Ton Pickup Truck (WPC Maintenance)		\$15,000

Appropriate Funds - Projects

From:	Water Fund	\$10,000	
To:	2020 Water Valve Adjustemnt Program (35700900)		\$10,000
From:	Sewer Fund	\$40,000	
To:	2020 Manhole Adjustment Program (35601000)		\$40,000
From:	Sewer Fund - Stormwater Restricted Account	\$35,000	
To:	2020 Manhole Adjustment Program (35601000)		\$35,000

ORDINANCE NO. 2020-030

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

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

FROM:	Water Fund	\$ 119,000.00
TO:	Rutherford Avenue 6-inch Waterline Project <i>Project No. 35795200</i>	\$ 119,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that said project may proceed expeditiously,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2020-031

AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO BUREAU OF WORKER'S COMPENSATION (BWC) SAFETY INTERVENTION GRANT (SIG) PROGRAM, ALONG WITH THE CITY OF FINDLAY'S TWENTY-FIVE PERCENT (25%) MATCH, TO PURCHASE VARIOUS ITEMS AIMED TO REDUCE EMPLOYEES' EXPOSURE TO POTENTIAL INJURIES FOR THE FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

WHEREAS, Council desires to authorize the Director of Safety of the City of Findlay, Ohio to file an application for a SIG grant, along with the City of Findlay's matching twenty-five percent (25%) to be used for the purchase of items for Findlay's Fire Department, and;

WHEREAS, upon approval of said grant, Council desires to authorize the Safety Director of the City of Findlay, Ohio to sign the necessary grant agreement for said purchases with the BWC.

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 Safety Director of the City of Findlay, Ohio be and he is hereby authorized to file an application for a SIG grant, in the amount of fifteen thousand twenty-six dollars and twenty-five cents (\$15,026.25), along with the City of Findlay's twenty-five percent (25%) match up to five thousand ten dollars and no cents (\$5,010.00) of which, approximately two thousand ten dollars and no cents (\$2,010.00) will be allocated from the existing Findlay Fire Department.

SECTION 2: That upon the grant award, the Safety Director of the City of Findlay, Ohio be and he is hereby authorized to execute all necessary documents with the Ohio Bureau of Worker's Compensation Safety Intervention Grant (SIG) program for the purchase of various items for the Findlay Fire Department.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize the filing of said grant application so a grant agreement may be secured forthwith, and executed so that various items for the Findlay Fire Department 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 _____

ORDINANCE NO. 2020-032

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

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

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

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

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

SECTION 1: That the ordinances of the City of Findlay, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2020 Replacement Pages to the Codified Ordinances are hereby approved and adopted.

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

Traffic Code

- 301.04 Bicycle, Motorized Bicycle, Moped, Electric Bicycle. (Amended)
- 301.20 Motor Vehicle. (Amended)
- 301.251 Predicate Motor Vehicle Offense. (Amended)
- 301.361 Shared-Use Path. (Amended)
- 301.51 Vehicle. (Amended)
- 303.06 Freeway Use Restricted. (Amended)
- 313.09 Driver's Duties Upon Approaching Ambiguous Traffic Signal. (Amended)
- 331.03 Overtaking, Passing to Left; Driver's Duties. (Amended)
- 331.14 Signals Before Changing Course, Turning or Stopping. (Amended)
- 331.15 Hand and Arm Signals. (Amended)
- 331.37 Driving Upon Sidewalks, Street Lawns or Curbs. (Amended)
- 333.03 Maximum Speed Limits. (Amended)
- 337.27 Drivers and Passengers Required to Wear Seat Belts. (Amended)
- 341.03 Prerequisites to Operation of a Commercial Motor Vehicle. (Amended)
- 373.01 Code Application to Bicycles. (Amended)
- 373.02 Riding Upon Seats. (Amended)
- 373.03 Attaching Bicycle to Vehicle. (Amended)
- 373.04 Riding Bicycles and Motorcycles Abreast. (Amended)

Traffic Code (Cont.)

- 373.05 Signal Device on Bicycle. (Amended)
- 373.06 Lights and Reflector on Bicycle. (Amended)
- 373.07 Riding Bicycle on Right Side of Roadway. (Amended)
- 373.08 Reckless Operation. (Amended)
- 373.09 Parking of Bicycle. (Amended)
- 373.10 Motorized Bicycle Operation. (Amended)
- 373.16 Electric Bicycles. (Added)

General Offenses Code

- 509.03 Disorderly Conduct. (Amended)
- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.03 Drug Abuse; Controlled Substance Use. (Amended)
- 529.07 Open Container Prohibited. (Amended)
- 533.04 Sexual Imposition. (Amended)
- 533.07 Public Indecency. (Amended)
- 533.15 Dissemination of Private Sexual Images. (Added)
- 537.16 Illegal Distribution of Cigarettes, Other Tobacco Products, or Alternate Nicotine Products. (Amended)
- 549.01 Weapons Definitions. (Amended)
- 549.06 Unlawful Transactions in Weapons. (Amended)

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

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

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

PASSED _____

PRESIDENT OF COUNCIL

ATTEST _____

CLERK OF COUNCIL

APPROVED _____

MAYOR

ORDINANCE NO. 2020-033

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO NEGOTIATE AND ENTER INTO A NEW LAND LEASE AGREEMENT WITH THE TOLEDO PORT AUTHORITY FOR PURPOSES OF CONSTRUCTING A PROPOSED HANGER FACILITY AT THE FINDLAY AIRPORT FOR USE AND OPERATION BY MARATHON PETROLEUM CORPORATION.

WHEREAS, Council desires to authorize the Mayor of the City of Findlay, Ohio to negotiate and enter into an land lease agreement with the Toledo Port Authority for the purposes of constructing a proposed hanger facility at the Findlay Airport for use and operation by Marathon Petroleum Corporation, and;

WHEREAS, Council authorizes the Mayor of the City of Findlay, Ohio to sign said land lease agreement(s) and all other documents requisite and necessary in order to effectuate the land lease agreement and authorize the Toledo Port Authority to construct a hanger facility at the Findlay Airport for use and operation by Marathon Petroleum Corporation.

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 of the City of Findlay, Ohio be and she is hereby authorized to negotiate and enter into a new land lease agreement with the Toledo Port Authority to construct a proposed hanger facility at the Findlay Airport for use and operation by Marathon Petroleum Corporation.

WHEREFORE, this Ordinance shall be in full force and effect from and after earliest period provided by law.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2020-034

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO PARTNER WITH HANCOCK COUNTY BY ENTERING INTO A PARTNERSHIP AGREEMENT FOR THE ADMINISTRATION OF THE COMMUNITY HOUSING IMPACT AND PRESERVATION (HEREINAFTER REFERRED TO AS "CHIP") PROGRAM FOR THE PURPOSE OF ADDRESSING LOCAL HOUSING NEEDS WITHIN HANCOCK COUNTY, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, Council and the Administration have reviewed such proposal and do desire to ratify and adopt said agreement.

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 hereby is authorized to partner with Hancock County by entering into a Partnership Agreement for the administration of the Community Housing Impact and Preservation Program, a copy of said agreement is attached hereto and made a part hereof as though fully rewritten herein, marked "Exhibit A".

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 it is immediately necessary to enter into said partnership with Hancock County, and also enter into said agreement with CHIP, so that various housing needs of low to moderate income residents of Hancock County may be addressed,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED: _____

ATTEST: _____
CLERK OF COUNCIL

APPROVED: _____

Community Housing Impact and Preservation Partnership Agreement

between

Hancock County and City of Findlay

WHEREAS, Hancock County and City of Findlay (Partner) wish to address various housing needs of low and moderate income residents of the county and cities; and

WHEREAS, the State of Ohio, Development Services Agency, Office of Community Development (OCD) provides financial assistance to local governments under its Program Year 2020 (PY2020) Community Housing Impact & Preservation (CHIP) program for the purpose of addressing local housing needs; and

WHEREAS, the Partners are eligible to apply for CHIP funds from the State of Ohio;

WHEREAS, OCD encourages local CHIP eligible communities to request funds as Partners in one application; and the Partners desire to file a combined application under the CHIP Program to receive financial assistance to address needs, prioritized by the local Housing Advisory Committee;

NOW, THEREFORE, the Partners hereby agree to the following terms of this Partnership Agreement (Agreement):

1. Hancock County has agreed to serve as the single applicant for funds and subsequent Grantee responsible for administering the CHIP grant, if funded.
2. Hancock County is responsible for submitting the CHIP grant application in cooperation with the City of Findlay, including procuring an administrator who shall conduct the detailed tasks of the planning process.
3. Hancock County agrees to implement the PY2020 CHIP, if funded, in compliance with Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Ohio Housing Trust Fund (OHTF) requirements, the State of Ohio Consolidated Plan, the CHIP program guidelines, and this Agreement.
4. This Agreement applies to any funds awarded from the State of Ohio PY2020 CHIP program. This Agreement remains in effect until the CHIP funds are expended and the funded activities completed and closed out. The Partners cannot terminate or withdraw from this Agreement while it remains in effect.

- Habitat for Humanity (Habitat) participants will be selected through the Habitat application process and additionally satisfy all applicable CHIP program requirements, including HOME rules and regulations.
- Tenant Based Rental Assistance (TBRA) applications will comply with the local housing authority selection process.

16. The Partners agree to the following finance mechanism, for funded activities:

- Owner-occupied home repair will be provided as a grant.
- TBRA will be provided as a grant.
- Owner-occupied rehabilitation will be provided as a five-year declining, partially forgivable loan with twenty percent (20%) remaining due and owing, whenever the home is sold, rented or transferred.
- Habitat will be provided as a ten-year fully forgivable loan.
- Rental rehabilitation will be provided as a loan, 100% forgivable after ten years, with owners providing up to 50% match on hard costs.
- Rental repair will be provided as a loan, 100% forgivable after two years, with owners providing up to 50% match on hard costs.

17. The Partners agree the following table represents the responsibilities of partner tasks to be undertaken by one or more Partners directly, through cooperation, or by contract:

Task X=primary role Y=support/cooperate	Hancock County	City of Findlay	Administrator
Procure Administrator	X	Y	
Convene HAC	X	Y	X
Designate OCEAN Program roles	X		
Sign/authorize application submission	X		
Manage grant fund administration	X		X
Provide on-going oversight of administrator as detailed in administrative contract	X		
Receive and manage program income	X	X	Y
Pay contractors/vendors	X		Y
Prepare/file reports	X		X
Retain all grant records for auditing/monitoring	X		Y

IN WITNESS WHEREOF, the parties hereto have executed this Partnership Agreement Between Hancock County and the City Findlay for the application and Administration of the PY2020 Community Housing Impact and Preservation (CHIP) Program and authorized by the Partner with the authorizing legislation # _____ and dated _____, 2020.

PARTNER:

City of Findlay, Partner
318 Dorney Plaza
Findlay, OH 45840
Phone# 419-424-7137

Name: _____

Date: _____

Christina Muryn, Mayor

Witness to Partner Signature: _____

Date: _____

Approved to Form:

Name: _____

Date: _____

Findlay Law Director