

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

JANUARY 20, 2015

COUNCIL CHAMBERS

ROLL CALL of 2014-2015 Councilmembers

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

- Acceptance or changes to the January 6, 2015 Regular Session City Council meeting minutes.

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

PROCLAMATIONS: – none.

RECOGNITION/RETIREMENT RESOLUTIONS: – none.

WRITTEN COMMUNICATIONS: - none.

ORAL COMMUNICATIONS: - none.

PETITIONS:

Zoning amendment request – TR 99 and Technology Drive

Philip Rooney is requesting a zoning change for Township Road 99 and Technology Drive. The property is currently zoned C2 General Commercial. Mr. Rooney would like to change the zoning to M2 Multi-Family, High Density. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

N.E.A.T. Departmental Activity Report – December 2014.

Findlay Fire Department Activities Report – December 2014.

Findlay Police Department Activities Report – December 2014.

Findlay Shade Tree Commission – 2014 annual report.

Service-Safety Director Paul Schmelzer – E Sandusky St/Osborn Ave intersection project #32846100

By authorization of Resolution No. 021-2014, bids were opened for this project on January 7, 2015. Bids were received from six (6) potential contractors. The lowest and best bid in the amount of thirty-nine thousand two hundred ninety-seven dollars and fifty-three cents (\$39,297.53) was received from FET Construction Services of Sylvania, Ohio. The contractor is responsible for purchasing and installing the signal poles. The City Traffic Lights personnel will purchase and install the wiring and equipment (i.e. pre-emption). The requested appropriation includes funds for the contractor, equipment, and contingency. This project was included in the 2014 Capital Improvements Plan. Legislation to appropriate funds is requested. Ordinance 2015-006 was created.

FROM: Capital Improvements – CIT	\$ 83,000.00
TO: E Sandusky St/Osborn Ave Intersection #32846100	\$ 83,000.00

Findlay Municipal Court Activities Report – December 2014.

Board of Zoning Appeals Minutes – December 11, 2014.

Service-Safety Director Paul Schmelzer – vehicle insurance payment

The City has received payment for the repair of a vehicle from the other party's insurance company in the amount of one thousand two hundred sixty-eight and sixty-five cents (\$1,268.65). It has been deposited in the Water Fund. Legislation to appropriate funds is requested. Ordinance No. 2015-006 was created.

FROM: Water Fund (Insurance proceeds)	\$ 1,268.65
TO: Water Distribution Department #25053000-other	\$ 1,268.65

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Brink LLC, dba Pappys, located at 121 East Crawford Street, Unit B, Findlay, Ohio for a D5 liquor permit. This requires a vote of Council.

Gregory R. Horne, Chief of Police – Brink LLC, dba Pappys, located at 121 East Crawford Street, Unit B, Findlay, Ohio. A check of the records shows no criminal record on the following:

David C. Spridgeon
Ryan A. Leonard

Precipitation and Reservoir levels report – October-December 2014.

Findlay W.O.R.C. Financial Analysis Report – January 1, 2014 through December 31, 2014.

Findlay Fire Department Interim Chief Matt Traver – Marathon donation

The Findlay Fire Department has been awarded a five thousand dollars (\$5,000.00) donation from Marathon Petroleum Corporation. Legislation is requested to reallocate two thousand five hundred dollars (\$2,500.00) for training classification and two thousand five hundred dollars (\$2,500.00) for the purchase of new equipment. Ordinance No. 2015-006 was created.

FROM: General Fund (Marathon Contribution)
TO: Fire Department #21014000-other

\$ 5,000.00
\$ 5,000.00

Hancock Regional Planning Commission Aleta Foust – CDBG City of Findlay Fair Housing

The Hancock Regional Planning Commission is preparing the annual Fair Housing contract for The Hope House. The Fair Housing program services are a requirement under the Ohio Department of Developments CDBG program. HRPC will be preparing the yearly contract and submitting it to Mayor Lydia Mihalik for approval. The Hope House will be compensated one thousand five hundred dollars (\$1,500.00) for fiscal year 2014-2015 for implementing the Fair Housing program within the City of Findlay. Resolution No. 005-2015 was created.

Mayor Lydia Mihalik – Ordinance No. 2015-007 (Job Classification, Pay Ranges and Salary Schedule)

The attached documents have been included to inform and gain approval for changes made to Ordinance No. 2013-062. As part of an on-going review process, there have been changes made to ensure that employees have been placed in job classifications and/or job descriptions that match the work they are actually performing. Permanent part-time positions have also been added to both the Recreation and W.O.R.C. departments. Bi-weekly pay ranges and hourly pay rates have been adjusted to reflect the approved pay increase for City employees to ensure that all positions are compliant with the State of Ohio minimum wage requirement of \$8.10 per hour. The effective date of these changes is January 18, 2015. In order for budgeted pay increases to take effect as of January 18, 2015, this ordinance needs to be passed at the January 20, 2014 meeting. Ordinance No. 2015-007 was created.

COMMITTEE REPORTS:

The **PLANNING & ZONING COMMITTEE** to whom was referred a request to rezone parcels 210001029285 and 210001029286 Broad Avenue and Bigelow Avenue on behalf of Findlay City Schools.

We recommend approval as requested contingent upon a mechanism be in place to ensure use as a school bus garage facility as approved by City Planning Commission on January 8, 2015.

The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss the 2015 Capital Improvements Plan.

We recommend approval of the 2015 Capital Plan as presented. Ordinance No. 2015-008, 2015-009, 2015-010 was created.

The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss the Fire Chief severance payout.

We recommend to table until we receive a letter of explanation form the State Retirement Board.

LEGISLATION

RESOLUTIONS:

RESOLUTION NO. 004-2015 (no PO)

first reading

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

RESOLUTION NO. 005-2015 (CDBG City of Findlay Fair Housing)

first reading

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY BEGINNING SEPTEMBER 1, 2014.

ORDINANCES:

ORDINANCE NO. 2014-104 (337 E Lincoln St rezone)

third reading

AN ORDINANCE VACATING A CERTAIN AVENUE (HEREINAFTER REFERRED TO AS EAST LINCOLN STREET ALLEY VACATION) IN THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2015-003 (MPC campus expansion project)

second reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-005 (combination of City Health Dept & County Health District)

second reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT FOR THE COMBINATION OF THE HANCOCK COUNTY GENERAL HEALTH DISTRICT AND THE CITY OF FINDLAY HEALTH DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-006 (E Sandusky St/Osborn Ave intersection project; insurance payment)

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-007 *(revision to salary ordinance 2013-062)*

first reading

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2013-062 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-008 *(2015 Capital Improvements Plan)*

first reading

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS, APPROPRIATING FUNDS FOR SAID PROJECTS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-009 *(2015 Capital Improvements Plan)*

first reading

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR THE PURCHASE OR LEASE OF EQUIPMENT FOR THE VARIOUS CITY DEPARTMENTS IN ACCORDANCE WITH THE 2015 DEPARTMENT EQUIPMENT LIST WHICH IS INCORPORATED HEREIN AS EXHIBIT A, APPROPRIATING FUNDS FOR SAID EQUIPMENT AND OTHER CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-010 *(2015 Capital Improvements Plan)*

first reading

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

UNFINISHED BUSINESS

OLD BUSINESS

NEW BUSINESS

PETITION FOR ZONING AMENDMENT

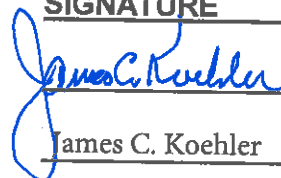
TO THE COUNCIL OF THE CITY OF FINDLAY, STATE OF OHIO:

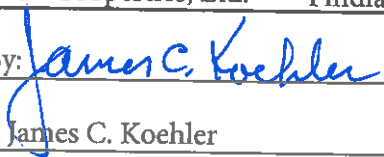
We, the undersigned owner(s) of the following legally described property, hereby request consideration of a change in zoning district classification as specified below:

ADDRESS TR 99 & Technology Drive SUBDIVISION Findlay Commerce Park

LOT No.(s) Part of Lot 1 - See Exhibit "A" attached

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

SIGNATURE	SUBDIVISION	LOT NO.	STREET FRONTAGE
	Findlay Commerce Park	Pt. Lot 1	1500 feet
James C. Koehler			

KGD Properties, Ltd.	Findlay Commerce Park	Pt. Lot 1	1500 feet
By: 			
James C. Koehler			

IF NOT LOCATED IN A RECORDED SUBDIVISION, ATTACH LEGAL DESCRIPTION

EXISTING USE undeveloped

PRESENT ZONING DISTRICT C-2 General Commercial

PROPOSED ZONING DISTRICT M2 - Multi Family High Density

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 statement of how the proposed rezoning relates to the Findlay Comprehensive Land Use Plan.


d. Application for Planned Unit Development, City Planning Commission, City of Findlay, Ohio, if applying for a PUD.

Name of Contact Person Philip L. Rooney

Mailing Address 119 East Crawford Street, Findlay, Ohio 45840

Phone No. (Home) 419-425-3821 (Business) 419-425-3821

1/15/15
Date


Signature of contact Person

OFFICE USE ONLY

\$250.00 Fee Paid _____ \$100.00 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 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. _____

Exhibit "A"

ENGINEERING ♦ SURVEYING ♦ GPS/GIS CONSULTING

Findlay, OH • P.O. Box 612 • 419.423.5630

VAN HORN



HOOVER

Charlotte, NC • P.O. Box 621524 • 704.604.4124

Legal Description of Re-Zoning Exhibit

For: KGD Properties

Pt. Lot #1
Findlay Commerce Park
19.333 Acres

Situated in the City of Findlay, County of Hancock, State of Ohio and being a part of Lot #1 of Findlay Commerce Park as recorded in Plat Volume 20, Page 348 of the Hancock County Plat Records, a tract of land bounded and described as follows:

Beginning at the southeast corner of Lot #9 of said Findlay Commerce Park;

Thence along the west right-of-way line of Technology Drive, (60' R/W), S 01°15'58" W, a distance of 367.96 feet;

Thence continuing along said west right-of-way and on a curve to the right having a radius of 220.00 feet and a central angle of 49°24'42", a length of curve distance of 189.73 feet; the chord of said curve bearing S 25°58'19" W, a distance of 183.90 feet;

Thence continuing along said west right-of-way, S 50°40'41" W, a distance of 113.90 feet;

Thence continuing along said west right-of-way of Technology Drive, and along a curve to the left having a radius of 1030.00 feet and a central angle of 07°58'46", a length of curve distance of 143.45 feet; the chord of said curve bearing S 46°41'17" W, a distance of 143.33 feet;

Thence departing said west right-of-way, N 47°18'06" W, a distance of 663.59 feet;

Thence N 88°47'10" W, a distance of 456.58 feet;

Thence S 10°13'30" W, a distance of 414.26 feet;

Thence N 88°47'10" W, a distance of 80.60 feet to the west line of the E1/2 of the SE1/4 of Section 35;

Thence along said west line, N 01°12'50" E, a distance of 1006.46 feet;

Thence S 89°04'51" E, a distance of 716.32 feet to the northwest corner of Lot #8 of said Findlay Commerce Park;

Thence along the west line of said Lot #8, S 01°15'58" W, a distance of 330.49 feet to the southwest corner of said Lot #8;

Thence along the south line of said Lot #8 and the south line of said Lot #9, S 88°44'02" E, a distance of 649.27 feet to the point of beginning and containing 19.333 Acres of land, more or less, subject to any prior easements of record.

NOTE: All bearings used are based on the Findlay Commerce Park Plat.

DATE: _____

LEGAL DESCRIPTION BY:

Daniel R. Stone, P.E., P.S.
Reg. No. E-63843, S-8159

Attachment C – Land Use Plan

The City of Findlay Land Use Plan envisions that the subject property would be developed for “Neighborhood Commercial” uses. However, the area adjoining this property to the South and East is noted in the plan as a multi-family use area. The Applicant is making this request to enlarge an area use that was already contemplated in the use plan and due to economic changes in area development has resulted in an expansion of the multi-family use.

Attachment B – Adjoining Property Owners

Richard L. Siferd & Lucinda Siferd
10673 County Road 99
Findlay, Ohio 45840
Parcel No. 020001027747

David Yu Shen Lai & Yu Ming Lai
4409 County Road 140
Findlay, Ohio 45840
Parcel No. 020001011570

Fintech, Ltd.
6494 Latcha Road
Walbridge, Ohio 43465
Parcel No. 690001019431

TK of Findlay, LLC
2000 Industrial Drive
Findlay, Ohio 45840
Parcel Nos. 690001019432
& 690001027659

Horizon Findlay MMI LLC
1090 W. South Boundary Road
Perrysburg, Ohio 43551
Parcel No. 690001020864

John D. Markley & Kathy Jo Markley
200 Center Street
Findlay, Ohio 45840
Parcel No. 020001020068

Findlay Hillcrest Golf Course, Inc.
655 Fox Run Road, Suite B
Findlay, Ohio 45840
Parcel Nos. 020001020067;
020001020066 & 020001020058

James C. Koehler & KGD Properties, Ltd.
655 Fox Run Road, Suite B
Findlay, Ohio 45840
Parcel Nos. 02000101731; 690001019422; 690001019425
690001019428; 69000101429 & 69000101430

City of Findlay

Lydia Mihalik, Mayor

N.E.A.T. DEPARTMENT

Neighborhood Enhancement and Abatement Team

318 Dorney Plaza, Room 304 • Findlay, OH 45840

Phone: 419-424-7466

www.findlayohio.com

January 2, 2015

City Council
City of Findlay, Ohio

RE: Departmental Activity

This report will serve as a summary of activities for the Neighborhood Enhancement and Abatement Team (NEAT) during the month of December, 2014.

Dilapidated Structures

12 cases year to date
13 cases pending

Weeds

299 cases year to date
25 cases pending

Junk on Premises

206 cases year to date
95 cases pending

Junk/Abandoned Vehicles

148 cases year to date
61 cases pending

Minor Maintenance

10 cases year to date
6 cases pending

Miscellaneous

40 cases year to date
5 cases pending

Overgrowth

26 cases year to date
2 cases pending

Right of Way Issues

2 cases year to date
1 case pending

Sidewalks

526 cases year to date
0 cases pending

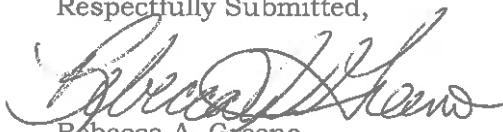
Trash

103 cases year to date
1 case pending

The Neighborhood Enhancement and Abatement Team received 49 new cases during the month of which 2 were invalid. Of the 47 valid issues reported, 31 properties were involved with 5 of the owners being non-residents. Neat personnel closed 85 cases during December and continue to work diligently on the 209 cases that remained active at the end of the month.

Please contact NEAT personnel at any time if there are concerns. The staff is dedicated to prompt response to issues that are brought to the attention of the department and works conscientiously with property owners and tenants to achieve compliance. The team appreciates the cooperative spirit of the administration and City Council which aids in the betterment of our community.

Respectfully Submitted,



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

Findlay Fire Department
Monthly Activities Report - 2014
 Submitted By: Matthew Traver, Interim Fire Chief

Fire Statistics	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Fires	8	5	5	9	12	10	15	13	9	7	8	6
Assist Other Agency	3	0	6	0	4	8	4	1	6	3	1	2
Medical Assists	97	68	93	86	77	85	100	94	95	98	81	107
Car Accidents	20	22	14	19	20	24	19	18	15	25	18	18
Rescues (Extrication, Water, Elevator)	0	1	0	2	1	3	0	0	1	1	2	1
Hazmat	24	17	9	9	7	10	11	8	19	9	15	4
Good Intent	8	2	3	13	3	1	5	2	4	2	2	2
Burning Complaints	0	0	5	17	13	5	13	13	12	9	8	7
False Alarms	36	26	21	16	17	16	22	13	25	14	24	25
Totals	196	141	156	171	154	162	189	162	186	168	159	172

Runs by District	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Station 1 - (South Main St)	65	50	42	53	53	53	67	60	58	47	46	33
Station 2 - (North Main St)	50	36	48	49	38	44	45	34	52	43	41	42
Station 3 - (Tiffin Ave)	35	22	33	29	26	30	37	36	31	32	36	46
Station 4 - (CR 236)	46	33	33	40	37	35	40	32	45	46	36	51
Totals	196	141	156	171	154	162	189	162	186	168	159	172

Firefighter Training (by hours)	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
EMS Formal	94	136	75	17	63	92	56	132	87	133	61	67
Fire Formal	107	200	34	139	507	302	61	303	116	50	161	74
Fire Informal	1516	1603	1859	1597	1495	1588	1395	1473	1578	1414	1428	1376
Totals	1717	1939	1967	1753	2064	1982	1512	1908	1781	1596	1650	1517

Fire Prevention Bureau

Construction	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Code Interpretations	1	1	2	2	2	11	3	12	4	22	9	13
Inspections		0	1		3	3	11	1	2	6	9	8
Plan Reviews		5	3	13	23	18	0	13	5	20	4	12
System Acceptance Tests					2	0	0	3	6	3	8	
Totals	1	6	6	15	28	34	14	26	14	54	25	41

Existing Structure - Additions	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Code Interpretations	5	3	7	9	11	16	9	8	9	12	12	16
Inspections	2	3	4	2	4	5	5	6	2	4	3	8
Plan Reviews		6	0	3	2	11	11	2	5	9	4	28
System Acceptance Tests	2	0	0	6	1	3	8	6	8	2	1	
Totals	9	12	11	20	18	35	33	22	24	27	20	52

Fire Investigations	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Cause and Determination												
Accidental	4	2	3	4	2	2	5	2	1	1	2	
Undetermined	1	2			2	1	1		1	1		
Incendiary							0	1		1		
Fire Investigation Activities												
Follow-up	0	13	6	8	8	9	33	19	27	33	21	16
Interviews	21	25	10	24	17	16	22	59	18	33	30	4
Assists				1	1		0	2	2	1	1	

Inspections	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Assembly	1	8	1	1	24	20	4	5	8	11	10	10
Business	1	17	6	1	11	5			3	4	24	47
Education K-12	1		1		1				2	13	0	1
Education Pre-School	3		0		3	3	1	1	2	1	1	2
Factory			1					1		2		
Mercantile						1	4	1				
Hazardous						1			1		1	
Institutional							3					
Mercantile		1	2	1	1	1	1			4	2	
Residential	1			1	1	1					3	65
Adoption / Foster Care	1		1	4	3	1	2	1	2	3	9	
Storage / Mixed Use			1		1			1			1	1
Utility Mobile Food Vendors						1		23				
Utility Outbuildings								21				
Vacant Structures		1								1		
Totals	8	27	13	8	45	34	18	54	18	38	81	126

Prevention	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Code Interpretations	11	7	19	4	7	17	18	11	23	20	21	9
Complaints	4	8	4	5	6	5	6	3	14	11	16	6
Fireworks Exhibitions						1	2	1		1		
Knox Box Consults/Maint.	1	19	4	4	11	7	5	29	9	21	1	15
Other	2	3	10	3	5	8	8	4	7	8	3	12
Fire Plan Updates		2	4		2				2	16	8	
Pre-Fire Plan		1	1				1	2				2
Property Research	4		6	9	4	3	8	1	5	6	5	2
Safety Presentations		5	15		14	13	5	3	17	8	3	
Re-inspections	73	16	16	41	27	48	37	28	27	27	36	45
Totals	95	81	79	68	76	102	90	82	104	118	93	91

Public Presentations	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Station Tours	0	2	2	0	2	4	3	0	1	4	3	
Truck Visits	1	0	4	2	2	2	2	3	1	11	2	
Meetings Attended	5	3	5	6	4	6	5	6	3	4	2	3
School / Seminars Attended	7	7		2	6	7	2	4	5	4	0	3
Totals	13	12	11	10	14	19	12	13	10	23	7	6



City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Gregory R. Horne, Chief of Police

318 Dorney Plaza, Room 207 • Findlay, OH 45840

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

www.findlayohio.com

January 6, 2015

Honorable Council:

Attached are the Findlay Police Department activity stats for December 2014.

Sincerely,

A handwritten signature in blue ink that reads "Gregory R. Horne".

Gregory R. Horne
Chief of Police



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



Phone: 419-424-7163

Fax: 419-424-7296

**Patrol Division
Monthly Activity Report
Month of: December 2014**

	<u>Month</u>	<u>Year to Date</u>
Traffic Stops:	505	5826
Citations:	404	4634
Operating Vehicle while Intoxicated:	10	103
Accidents (non injury):	105	1069
Injury Accidents:	15	182
Criminal Damaging/ Vandalism:	23	324
Theft/Fraud/Shoplifting Complaints:	100	1311
Motor Vehicle Theft:	8	63
Unlawful Entry Complaints:	46	287
Domestic Dispute Complaints:	61	710
Assault Complaints:	17	186
Sex Offense Complaints:	10	84
Alcohol/Drug Complaints:	29	380
Warrants Served:	59	804
Arrests:	133	1850
Total Reports Generated:	985	12130
School Walk Thru's:	66	578



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



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

Vice Narcotics Unit/METRICH Unit

Activity Report

December 2014

The following is the activity report for the Vice Narcotics Unit/METRICH Unit for the month of December 2014:

Narcotics Investigations: 21

Felony Arrests: 7 (9 charges)

Misdemeanor Arrests: 4

Drug Talks: 3

Sgt. Justin Hendren 818

Detective Division
December, 2014 Activity

Cases Submitted for Prosecution

	Month	Year to Date
Law Director:	87	1152
County Prosecutor:	29	264
Juvenile Prosecutor:	23	282

There were a total of 11 new cases assigned for investigation during the month of December.

MONTHLY COURT OFFICER ACTIVITY REPORT

MONTH: December YEAR 2014

TOTAL PAPERS PROCESSED	<u>228</u>
TOTAL PAPER SERVICE HOURS	<u>86.5</u>
TOTAL COURT SECURITY HOURS	<u>50.5</u>
TOTAL PRISONERS TO/FROM COURT	<u>5</u>
TOTAL MILES DRIVEN	<u>592</u>
TOTAL SUMMONS	<u>97</u>
TOTAL OVERTIME HOURS	<u>0</u>

[Signature]
COURT OFFICER

FINDLAY SHADE TREE COMMISSION

2014 Annual Report

January 2015

To Mayor Lydia Mihalik, Findlay City Council, and Area Residents.....

Thanks to all of you for your continuing help to make Findlay's Tree Program a success. This Annual Report gives an overview of progress in 2014.



Volunteers planting trees at Sherman Park

30+ years... a Tree City USA Community!

Findlay was recognized as a Tree City USA on April 9, 2014 in the Northwest Ohio awards ceremony co-hosted by the City of Kenton, the Village of Mt. Victory and their Tree Commissions. This is the 32 time our community has been honored with this nationally recognized award.

The awards were presented to the Tree City USA communities by the Ohio Department of Natural Resources, Division of Forestry at the Abundant Life Assembly of God Church in Kenton. The title of "Tree City USA" was bestowed on our community for its ongoing efforts to maintain and improve the quality of life through a comprehensive street tree management program. The program is guided by the Shade Tree Commission and the municipal government



2014 Arbor Day Celebration at Jefferson School



2014 Tree Commission Highlights:

- **Over 350 Trees Planted** as a result of the various planting programs and the efforts of our city staff.
- **"NeighborWoods" continued** at the Sherman Park Neighborhood on May 10 with 57+ participants and 17 trees and 9 shrubs planted.
- **Findlay's 2014 Arbor Day Program** was hosted at Jefferson School, Friday April 25 at 9:30 am. Students heard from Mayor Lydia Mihalik and the "Tree Lady" Cathy Smith, and the students participated in planting an Autumn Brilliance Serviceberry tree. The planting location was on the north side of the school at their "Butterfly Garden".
- **Over 35 Residents "Adopted-A-Tree"** during October distribution at the Public Works Garage, thanks to City Council and the \$2500 budget approved early summer, matched by private donations.
- **Master Tree Planting Plan** continued in several neighborhoods with help from ODNR Urban Forester Stephanie Miller; hazardous tree inventories planned in the future.
- **Volunteers Log 561 Hours in 2014**
Over 65 volunteers assisted various tree projects and programs city-wide with an in-kind donated value of \$10,788 to Findlay and benefit to the Tree Commission.
- **Young Tree Training Workshop** held to help residents in Findlay and the surrounding area to train trees through proper pruning. Trained trees are better able to withstand storms
- **Lye Creek Riparian Buffer Project** – 305 trees and 260 bushes were planted at the mouth of the Lye Creek on the west side of E. Main Cross St. with the Great Lakes Restoration Initiative through the Ohio EPA.

MORE →

FINDLAY SHADE TREE COMMISSION 2014 Annual Report

January 2015

2015 Events Planned

- **January 22 – 23** – Tree Commission Academy
- **March TBA** – Tree Commission Academy
- **April 30** - Arbor Day Program including special presentation by Mark Bays Oklahoma Urban Forestry Coordinator about the Oklahoma City Bombing Survivor Tree
- **Early May TBA** – Tree planting along South Main St. neighborhood
- **Early May TBA** – Tree planting and tree care workshop in conjunction with NeighborWoods
- **July thru September** – Adopt-A-Tree applications / inspections underway.
- **September TBA** – Tree Commission Academy
- **October 4** – Adopt-A-Tree Distribution Day at Public Works Building, N. Cory St.
- **November TBA** – Young Tree Training
- **December TBA** – Tree Commission Academy

Thanks to our Tree Commission Members:

Welcome **Randy Greeno** as our newest member, recently appointed by the Mayor. Ed Crawford and David Gasior are retiring after their service on the Shade Tree Commission – **THANKS Ed and Dave!**

Other members include: Anne Spence, Deb Seng, Tom Mills, Tim Brugeman, Dave Honse, and Paul Schmelzer.



University of Findlay Students Assist With 2014 Adopt-A-Tree Program



"The best time to plant a tree was 20 years ago. The next best time is now."
— Chinese Proverb

"Neighbor Woods" Neighborhood Adopt-A-Tree Program



Sherman Park NeighborWoods - 2014

"NeighborWoods" encourages larger tree planting projects in areas of town where neighbors can join together to plant and care for trees as a group. The Community Foundation now offers up to \$2500 per year to the Tree Commission, matched by neighbors' funds and in-kind help, to encourage more neighborhoods to organize to plant more trees. The Sherman Park NeighborWoods Project is the second of its kind, assisted by a Findlay-Hancock County Community Foundation grant of \$1731 supporting the residents' efforts to re-store trees destroyed by windstorms and disease in recent years. The Mound Park Neighborhood was the pilot project that helped launch the program to encourage neighbors to band together, plant more trees and take care of them. Other Findlay neighborhoods are encouraged to participate and contact the Tree Commission. Project guidelines have been adopted, and the next project is the South Main St. Neighborhood.



October 5 Adopt-A-Tree Distribution

Office of the Mayor

Lydia L. Mihalik

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

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

January 8, 2015

Honorable City Council
Findlay, OH 45840

RE: E. Sandusky Street/Osborn Avenue Intersection, Project No. 32846100

Dear Council Members:

By authorization of Resolution No. 21-2014, bids were opened for the above-referenced project on January 7, 2015. Bids were received from six potential contractors. The lowest and best bid in the amount of \$39,297.53 was received from FET Construction Services of Sylvania, Ohio.

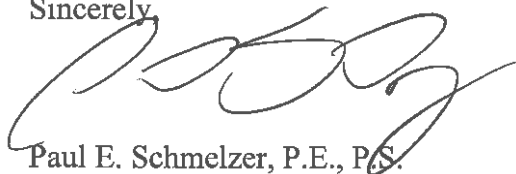
The contractor is responsible for purchasing and installing the signal poles. The City Traffic Lights personnel will purchase and install the wiring and equipment (i.e., pre-emption). The requested appropriation includes funds for the contractor, equipment, and contingency.

The project was included in the approved 2014 Capital Improvements Plan. By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate the funds as follows:

FROM:	Cap. Imp. – CIT	\$83,000
TO:	E. Sandusky Street/Osborn Avenue Intersection, #32846100	\$83,000

Thank you for your consideration in this matter.

Sincerely,



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

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

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

Court: **FINDLAY MUNICIPAL COURT** Judge: **ROBERT A FRY**

Report for the month of: **December 2014**

	A	B	C	D	E	F	G	H	I	T	
	Felonies	Misdemeanors	O.M.V.I.	Other Traffic	Personal Injury & Property	Contracts	F.E.D.	Other Civil	Small Claims	TOTAL	
Pending beginning of period	1	0	100	13	304	17	270	42	1	124	871
New cases filed	2	3	142	44	858	4	91	32	0	82	1256
Cases transferred in, reactivated or redesignated	3	0	12	0	37	0	1	0	0	0	50
TOTAL (Add lines 1-3)	4	3	254	57	1199	21	362	74	1	206	2177
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	5	0	30	5	46	4	64	15	0	0	164
Hearing by Magistrate (Include guilty or no contest pleas and defaults)	6	1	1	32	0	0	0	0	0	51	85
Transfer (Include waivers of preliminary hearing and individual judge assignments)	7	0	68	40	73	0	18	0	0	0	199
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	2	13	0	0	0	15
Other dismissals (Include dismissals at preliminary hearing)	9	2	7	0	3	1	20	12	1	15	61
Violations Bureau	10	0	0	0	646	0	0	0	0	0	646
Unavailability of party for trial or sentencing	11	0	29	3	53	0	0	0	0	0	85
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	0	0	0	0	0	0
Other terminations	13	0	19	0	102	0	0	0	0	3	124
TOTAL (Add lines 5-13)	14	2	154	49	955	7	115	27	1	69	1379
Pending end of period (Subtract line 14 from line 4)	15	1	100	8	244	14	247	47	0	137	798
Cases pending beyond time guideline	16	0	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	17	0	0	0	0	0	0	0	0	0	0



Robert A Fry

ROBERT A FRY

Weathering Rhonda Jorgensen

Preparer's name and telephone number if other than judge (print or type)
4194247143

11/7/14

Date
1/7/15

Date

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

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

Court: **FINDLAY MUNICIPAL COURT**


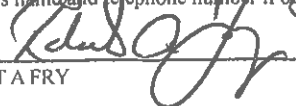
Judge: **JONATHAN P STARN**

Date of completion of most recent physical inventory
01/31/2014

Report for the month of: **December 2014**

	B	C	D	E	F	G	H	T	V	
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge	
Pending beginning of period	1	271	104	145	0	13	2	0	535	0
New cases filed	2	33	18	36	0	8	0	0	95	0
Cases transferred in, reactivated or redesignated	3	7	2	5	0	0	0	0	14	0
TOTAL (Add lines 1-3)	4	311	124	186	0	21	2	0	644	0
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	0	0	0	0	0	0	0	0
Default	7				0	0	1	0	1	0
Guilty or no contest plea to original charge	8	27	12	21				60	9	
Guilty or no contest plea to reduced charge	9	2	1	4				7	0	
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	10	0	0	0	0	0	0	0	0	
Other Dismissals	11	13	1	2	0	2	0	18	1	
Transfer to another judge or court	12	2	0	1	0	0	0	3	0	
Referral to private judge	13				0	0	0	0	0	
Unavailability of party for trial or sentencing	14	6	0	5	0	0	0	11	0	
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	0	0	0	0	
Other terminations	16	1	0	1	0	0	0	2	0	
TOTAL (Add lines 5-16)	17	51	14	34	0	2	1	102	0	
Pending end of period (Subtract line 17 from line 4)	18	260	110	152	0	19	1	0	542	0
Cases pending beyond time guideline	19	0	0	0	0	0	0	0	0	
Number of months oldest case is beyond time guideline	20	0	0	0	0	0	0	0	0	
Cases submitted awaiting sentencing or judgment beyond time guideline	21	0	0	0	0	0	0	0	0	

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

 _____ JONATHAN P STARN	419-424-7143 _____ Date 1/7/15
Weather Egel Chanda Jorgensen _____ Preparer's name and telephone number if other than judge (print or type)	_____ Date 1/7/15
 _____ ROBERT A FRY	_____ Date 1/7/15

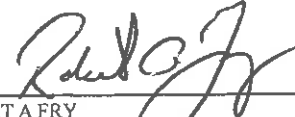


THE SUPREME COURT OF OHIO
Individual Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **ROBERT A FRY**
Report for the month of: **December 2014**

Date of completion of most recent physical inventory
12/26/2014

	B	C	D	E	F	G	H	T	V	
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge	
Pending beginning of period	1	169	100	106	5	15	5	0	400	0
New cases filed	2	35	22	37	0	10	0	0	104	0
Cases transferred in, reactivated or redesignated	3	5	2	2	0	0	0	0	9	0
TOTAL (Add lines 1-3)	4	209	124	145	5	25	5	0	513	0
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	0	0	0	0	1	0	1	0
Default	7				0	0	2	0	2	0
Guilty or no contest plea to original charge	8	15	13	20					48	2
Guilty or no contest plea to reduced charge	9	7	3	3					13	0
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	10	0	0	0	0	0	0	0	0	0
Other Dismissals	11	11	1	3	1	9	0	0	25	0
Transfer to another judge or court	12	0	0	0	0	1	0	0	1	0
Referral to private judge	13				0	0	0	0	0	0
Unavailability of party for trial or sentencing	14	14	1	2	0	0	0	0	17	0
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	0	0	0	0	0
Other terminations	16	1	1	1	0	0	0	0	3	0
TOTAL (Add lines 5-16)	17	48	19	29	1	10	3	0	110	0
Pending end of period (Subtract line 17 from line 4)	18	161	105	116	4	15	2	0	403	0
Cases pending beyond time guideline	19	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	20	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	21	0	0	0	0	0	0	0	0	0

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

 <hr/> ROBERT A FRY	419 424 7143 <hr/> Date 11/7/15
Heather Eigel <hr/> Preparer's name and telephone number (if other than judge) (print or type)	 <hr/> Date 11/7/15
 <hr/> ROBERT A FRY	<hr/> Date 11/7/15

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

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

RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$1,496.80	\$22,508.51	\$323.68	\$5,015.68
BOND FEES	\$950.00	\$10,425.00	\$825.00	\$8,250.00
CIVIL DEPOSIT TENDERS	\$537.15	\$8,890.60	\$144.61	\$6,976.44
COURT COST	\$53,915.74	\$674,974.19	\$53,607.15	\$686,106.05
DUI ENFORCEMENT	\$3,270.63	\$40,391.34	\$2,875.34	\$42,986.39
ELECTRONIC IMAGING	\$4,071.40	\$50,050.55	\$3,595.50	\$51,843.12
FINES & FORFEITURES	173,997.82	\$1,886,886.69	188,135.56	\$2,223,542.77
FUND REIMBURSEMENT	\$0.00	\$185.00	\$0.00	\$27.50
INDIGENT DRIVER ALCOHOL	\$550.00	\$7,936.33	\$629.07	\$9,409.37
INMATE MEDICAL EXPENSE	\$0.00	\$0.00		
INTEREST	\$6.78	\$94.37	\$6.60	\$100.17
JAIL HOUSING	\$6,221.50	\$50,710.99	\$2,441.00	\$30,149.00
JAIL REIMBURSEMENT	\$234.50	\$4,209.25	\$96.00	\$6,228.90
LEGAL RESEARCH	\$2.50	\$52.00	\$1.00	\$45.00
MEDIATION	\$1,326.33	\$16,453.04	\$1,181.00	\$17,208.93
MISCELLANEOUS	\$26,330.23	\$328,006.88	\$24,232.59	\$342,969.47
MUNI COURT COMPUTERIZATION	\$4,062.52	\$49,941.40	\$3,568.60	\$51,737.60
MUNI COURT IMPROVEMENT	\$3,987.21	\$48,873.14	\$3,499.37	\$50,493.32
RESTITUTION	\$120.00	\$6,252.81	\$1,483.16	\$10,712.63
SPECIAL PROJECTS	\$15,903.46	\$194,861.89	\$13,881.60	\$200,709.28
STATE PATROL	\$23,328.36	\$277,326.68	\$18,024.40	\$271,811.26
TRAFFIC/CRIMINAL BONDS	\$17,245.88	\$79,058.22	\$6,659.73	\$46,998.67
	337,558.81	\$3,758,088.88	325,210.96	\$4,063,321.55

DISTRIBUTIONS:

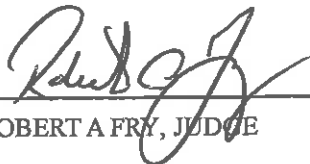
ALCOHOL MONITORING	\$1,496.80	\$22,508.51	\$323.68	\$5,015.68
BOND FEES	\$950.00	\$10,425.00	\$825.00	\$8,250.00
CIVIL DEPOSIT TENDERS	\$1,299.65	\$9,255.60	\$500.00	\$4,541.70
COURT COST	\$53,390.74	\$670,481.19	\$53,605.85	\$684,628.75
DUI ENFORCEMENT	\$3,270.63	\$40,391.34	\$2,875.34	\$42,986.39
ELECTRONIC IMAGING	\$4,071.40	\$50,050.55	\$3,595.50	\$51,843.12
FINES & FORFEITURES	173,403.67	\$1,884,476.36	187,425.74	\$2,219,779.91
FUND REIMBURSEMENT		\$185.00		\$27.50
INDIGENT DRIVER ALCOHOL	\$550.00	\$7,936.33	\$629.07	\$9,409.37
INMATE MEDICAL EXPENSE				
INTEREST	\$6.78	\$94.37	\$6.60	\$100.17
JAIL HOUSING	\$6,221.50	\$50,710.99	\$2,441.00	\$30,149.00
JAIL REIMBURSEMENT	\$234.50	\$4,209.25	\$96.00	\$6,228.90
LEGAL RESEARCH	\$2.50	\$52.00	\$1.00	\$45.00
MEDIATION	\$1,326.33	\$16,453.04	\$1,181.00	\$17,208.93
MISCELLANEOUS	\$37,002.05	\$460,557.26	\$27,980.88	\$443,185.84
MUNI COURT COMPUTERIZATION	\$4,062.52	\$49,941.40	\$3,568.60	\$51,737.60
MUNI COURT IMPROVEMENT	\$3,987.21	\$48,873.14	\$3,499.37	\$50,493.32
RESTITUTION	\$10.00	\$5,417.84	\$1,141.17	\$9,166.85
SPECIAL PROJECTS	\$15,903.46	\$194,861.89	\$13,881.60	\$200,709.28
STATE PATROL	\$23,328.36	\$277,326.68	\$18,024.40	\$271,841.26
	330,518.10	\$3,804,207.74	321,601.80	\$4,107,348.57

DISTRIBUTED TO:

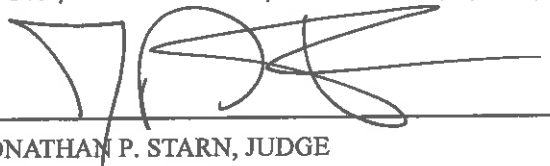
*****CURRENT YEAR*****
 MTD YTD

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

CITY OF FINDLAY	125,204.44	\$1,486,328.54	111,417.53	\$1,493,845.45
HANCOCK COUNTY	\$21,150.95	\$262,329.59	\$19,658.61	\$259,644.32
OTHERS	128,696.92	\$1,365,008.29	142,586.83	\$1,660,892.46
STATE OF OHIO	\$61,877.77	\$758,545.42	\$52,355.30	\$753,128.75
	<u>336,930.08</u>	<u>\$3,872,211.84</u>	<u>326,018.27</u>	<u>\$4,167,510.98</u>



ROBERT A FRY, JUDGE



JONATHAN P. STARN, JUDGE

DISCLAIMER: RECEIPTS COLLECTED ARE NOT TO BE CONFUSED WITH RECEIPTS DEPOSIT

Board of Zoning Appeals

December 11, 2014

Members present: Chairman, Phil Rooney; Secretary, David Russell; Douglas Warren

The meeting was called to order at 6:02 p.m. by Mr. Rooney. Mr. Rooney introduced the members to the audience and the general rules were reviewed.

Case # 52816-BA-14 (201 W. Hardin Street) was reviewed by Todd Richard, City of Findlay:

Filed by Kyle Reichenbach, the applicant is seeking a variance from section 1161.064B2 of the City of Findlay Zoning Ordinance. This section requires screening between a parking lot and residence. The applicant wants to omit the screening requirement.

The parking lot was reviewed and approved by the City Planning Commission. The approved plan shows a proposed 6 foot high fence along the west property line. The permit and application specify meeting the screening requirement. The property has been rezoned from C-2 to C-3.

The parking lot has been installed and the permit is expired, yet the screening on the west side is missing.

The current requirements are new and having at least a 3 ½ foot high fence from each end of the parking lot (not lot line to lot line) would be a minimal attempt to meet the spirit and intent of the zoning code.

Kyle Reichenbach, 9067 TR 89, was sworn in. He stated a number of reasons for the purpose of his variance request. He would have asked the variance long before if had understood the impact the fence would have. Three dilapidated homes were removed.

The owner of the neighboring property is also against the installation of the fence. The area to the west is used for parking also for the nearby elementary school. The first floor of the neighboring duplex is about 5 feet above grade, so the headlight issue isn't there and there have been no complaints. The fence could present some issues for snow removal. There is a lot of traffic and there could be a safety issue.

Walter Wentlinger, 501 Bright Road, was sworn in. He sees issues with snow removal. He agrees with what Mr. Reichenbach has stated.

Mr. Warren asked Mr. Rasmussen if this was a case for the BZA to hear. He wondered if it had to go back to the City Planning Commission (CPC).

Mr. Rasmussen stated that it is appropriate. The CPC cannot waive the screening requirement since it is in the code. They would end up back to the BZA anyway.

Mr. Rooney stated that the code does not specify the height requirement. Mr. Richard confirmed this and said that a 3 ½ foot high fence would be a minimal requirement.

Mr. Warren said that there is no alternative here other than to not put the fence up.

Mr. Rooney made a motion to grant the variance. Both property owners are in agreement that the fence isn't desired. The first floor of the living unit is elevated and not affected. Additionally, what the applicant is requesting is in harmony with the surrounding parking lots.

Mr. Russell seconded the motion.

By voice vote, the motion was granted 3-0.

Case # 52808-BA-14 (Lakeview Subdivision, lots 65, 69, 70, 71, 82, 84) was reviewed by Mr. Richard.

This case was filed by Brookview Homes regarding the vacant lots in the Lakeview Park Subdivision located on Timberview Ct. and Whitespire Drive. The applicant is seeking variances from the City of Findlay Zoning Ordinance sections 1122.05A (front yard setback)- a 25 foot front yard setback is required and an 8.5 foot setback is proposed; 1122.05C (rear yard setback)- a 30 foot rear yard setback is required and a 20 foot setback is proposed; and 1122.06C1 (lot coverage)- the maximum permitted lot coverage is 33% and a 50% lot coverage is proposed.

The lots were once part of a Planned Unit Development (P.U.D.). This type of development allowed lots and structures to be situated contrary to traditional subdivisions. The development standards were governed by a master declaration that was approved by Council by an ordinance. When the new zoning code and map were adopted, the P.U.D.'s were repealed and the zoning district assigned to them was to reflect the current conditions of that area.

The applicant is seeking to return the development standards back to what was commonplace for this area of the subdivision. The proposal would not be out of character with the existing dwellings. A high percentage of the lots were developed under the proposed standards.

Mr. Richard restated what the request involved. The front yard setback is not from the curb, but from the lot line. Most of the dwellings end up about 25 feet from the curb. The side yard setback is not an issue since the requirements are the same. Every permit issued in the area was reviewed for lot coverage. The average was about 31%. The highest lot coverage was 39% and the lowest was 23.5%. Setbacks are going to control lot coverage, to some degree.

If the variance is required, the 60 day permit requirement must be waived. Those properties will be monitored.

Mr. Warren asked if it was appropriate to have all of these lots heard together in one case.

Mr. Rasmussen stated that this is an odd case. The owner did nothing to cause this. There is nothing that prevents the BZA from ruling on this. Perhaps this could be done by an ordinance later. Since some

of the lots are vacant, keeping potential buyers from knowing what development standard that needs to be followed will further delay the development. The problems have been caused with the adoption of the new map. Mr. Rasmussen discussed this topic with Mr. Richard prior to the application being filed and had no issue with all of the lots being included on the same request.

Mr. Phil Havens, 401 Scarlet Oak Drive, was sworn in. He stated that he just wanted to return the development standards to what they were before the map changed. He wants the homes to match and be of the same caliber of those that are existing.

Mr. Warren asked if 40% lot coverage would be acceptable.

Mr. Havens said that there are two lots where it could be a factor.

Mr. Warren believes to be consistent, 40% is what should be required.

Mr. Dennis Sorg, 2773 Timberview Ct. Mr. Sorg misunderstood the legal notice and the nature of the request. He said that some of the homes are about 23 feet from the curb. He is o.k. with that as long as the new homes meet the same standard.

Jean Gralak, 748 Parkview Drive, was sworn in. She wanted more clarification on the front yard setback. She wanted to know where the setback was taken.

Mr. Richard stated that the setbacks are from the lot lines- not the curb or pavement edge.

Mr. Warren said that nothing is changing here. The proposed standards are the same that were used to build the existing homes in the area. There is no difference.

Mrs. Gralak wanted to know if the houses could be closer since the lot coverage can be so high.

Mr. Warren said that the setbacks keep the houses away from each other.

Mr. Richard stated the original P.U.D. did not specify a lot coverage percentage.

Michael Meyer, 2768 Timberview Drive, was sworn in. He supports the 40% lot coverage.

Mr. Douglas DeFrain, 2764 Whitespire Drive, was sworn in. He has two concerns. The first one is the process that is being followed. He does not think the BZA has the right to overturn something Council has approved (the zoning map).

The second concern was regarding the lot coverage- it should be no more than 40%.

Mr. Richard read a letter written by Larry Challen, 2772 Whitespire Ct.: "I am a neighbor of one of the lots listed in the above case and I am opposed to any changes. This change would alter the character and nature of the entire neighborhood. It would block almost all of the view of my home from the street. Also this would have a negative effect to the value of all current homes. This to me feels like a desperate attempt to sell a few lots at the cost to the current owners. Please consider the effect this will have on all current homes before making any decision."

Mr. Warren made a motion to approve the variance. He discussed the criteria needed to grant the variance. The lot coverage must not exceed 40%.

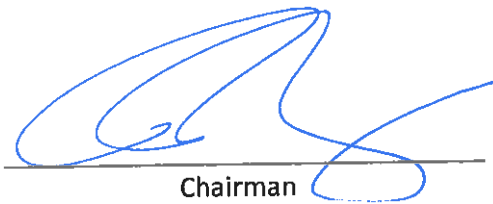
Mr. Russell seconded the motion.

The motion passed on a voice vote 3-0.

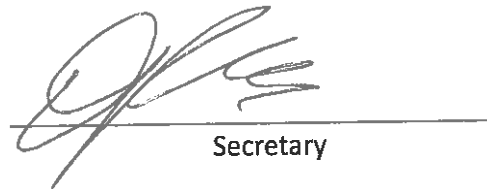
Mr. Richard informed the residents in attendance that all of their structures are nonconforming.

For the record, it was recognized that case # 52781-BA-14 would not be heard at this hearing since there was no quorum for the case. The hearing is automatically rescheduled for December 18, 2014 at 6 p.m. (On December 18, 2014, there was no quorum and the case will be heard on January 8, 2015).

The meeting was adjourned.



Chairman



Secretary

Office of the Mayor

Lydia L. Mihalik

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

January 9, 2015

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

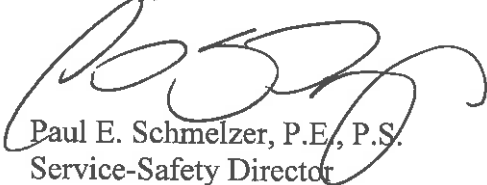
The City has received payment for the repair of a vehicle from an accident from the other party's insurance company in the amount of \$1,268.65. It has been deposited in the Water Fund.

An appropriation is respectfully requested as follows:

FROM:	Water Fund (insurance proceeds)	\$1,268.65
TO:	Water Distribution Department 25053000-other	\$1,268.65

Thank you for your consideration.

Sincerely,



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

cc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
Water Distribution Department



City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Gregory R. Horne, Chief of Police

318 Dorney Plaza, Room 207 • Findlay, OH 45840

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

www.findlayohio.com

January 12, 2015

The Honorable Council:

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

David C. Spridgeon

Ryan A. Leonard

Brink LLC, DBA Pappys, 121 E. Crawford St., Unit B,
Findlay, OH 45840

Sincerely,

A handwritten signature in blue ink that reads "Gregory R. Horne".

Gregory R. Horne
Chief of Police

**NOTICE TO LEGISLATIVE
AUTHORITY**

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

TO

0346915 PERMIT NUMBER		NEW TYPE	BBINK LLC DBA PAPPYS 121 E CRAWFORD ST UNIT B FINDLAY OH 45840
ISSUE DATE			
01 08 2015 FILING DATE			
D5 PERMIT CLASSES			
32 TAX DISTRICT	044 A	A68535 RECEIPT NO.	

FROM 01/12/2015

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



MAILED 01/12/2015

RESPONSES MUST BE POSTMARKED NO LATER THAN. 02/12/2015

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 NEW 0346915**

(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**

0346915 PERMIT NBR
BBINK LLC
DBA PAPPYS
121 E CRAWFORD ST UNIT B
FINDLAY OH 45840

RYAN A LEONARD
DAVID C SPRIDGEON

10/24/2014 ACTIVE
10/24/2014 ACTIVE

MAN-MBR
MAN-MBR

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE

City of Findlay

Lydia L. Mihalik, Mayor

WATER TREATMENT DEPARTMENT

Jeff Newcomer, Superintendent

110 North Blanchard Street • Findlay, OH 45840

Phone: 419-424-7193 • Fax: 419-424-7892

www.findlayohio.com

January 12, 2015

NEWS RELEASE

PRECIPITATION & RESERVOIR LEVELS

Total precipitation recorded at the City of Findlay Water Pollution Control Center was 5.22 inches of rain, and 3.70 inches of snow in December for the fourth quarter (Oct-Dec) of 2014.

At the end of December, the Findlay reservoirs stood at 78% of capacity. This reservoir level represents an 865 day water supply at the city's current use.

Water treated at the plant totaled 529.34 million gallons for the fourth quarter (Oct-Dec) of 2014. Water treated per day at the City of Findlay Water Treatment Plant averaged 5.75 million gallons (MG).

Thank you,



Jeff Newcomer
Superintendent
Water Treatment Plant

EC: City Council
Department Supervisors
File

FINDLAY WORC FINANCIAL ANALYSIS

JANUARY 01, 2014 THRU DECEMBER 31, 2014

PLEASE NOTE: THE WORC WILL CLOSE FOR 7 DAYS - FOR 6 DIFFERENT WEEKS = 42 DAYS THROUGHOUT THE YEAR.

(CLOSED 2/22 - 2/28) (CLOSED 4/23 - 4/30) (CLOSED 6/24 - 6/30) (CLOSED 8/25 - 8/31) (CLOSED 11/24 - 11/30) (CLOSED 12/25 - 12/31)

FIMC cases	Findlay City Ordinance cases, days served=	1946
FIMC cases	State Code cases, days served =	1574
FIMC cases	Total days served (combined City and State) =	3520

<u>Other Courts using WORC</u>	<u>Days Served</u>	<u>Additional Income to date</u>
Fostoria Municipal Court	0	\$0.00
Hancock County Common Pleas Court	350	\$8,750.00
Hancock County Juvenile Court	0	\$0.00
Upper Sandusky Municipal Court	122	\$3,050.00
Henry County Common Pleas Court	0	\$0.00
Fremont Municipal Court	0	\$0.00
Other Courts Usage Total Days:		Total Additional Income: \$11,800.00

Hancock Co. Justice Center Cost: 1946 City Ordinance case days served x \$84 / day saved by
not serving time at the Justice Center = \$163,464.00

Total fees collected at \$25 / day from all residents = \$99,800.00

Outstanding fees = \$2,357.00 (15 accounts)

Expenses = \$317,393.18

Charge Statistics = \$98,702.00 (charged upon entry for full stay) (JUNE MAY SHOW 0.00 CHARGE DUE TO CHARGE RECEIVED A CREDIT DUE TO FURLOUGH OR REFUNDS DUE TO EARLY RELEASE REFUNDS - THESE CREDITS ARE SUBTRACTED FROM THE BILLED AMOUNT).

Payment Statistics = \$99,150.00 (this amount may be larger than the Charge Statistics at times, due to the fact that residents are charged upon entry for their full stay - i.e.: charged in May but made payments in following months). (This also includes Reimbursables).

Net Expense = \$218,243.18
(Expenses - Payments)

Program Savings: Net vs. Justice Center cost = (\$54,779.18) *
(Justice Center Cost - Net Expense)

Commissions Received from Securus Pay Phones = \$119.70

*** All information in this document has been tallied due to errors occurring in the WORC computer program.

* Programs savings does not account for factors associated with continued employment of participants.



Findlay Fire Department



Matthew L. Traver
720 South Main Street
Findlay, OH 45840
Telephone: 419-424-7129 • Fax: 419-424-7849

DATE: 1-15-2015
TO: City Council
RE: Marathon donation

Dear members of City Council, I would like to acknowledge a five thousand dollar donation from Marathon Petroleum Corporation. I would like to thank Marathon for this gift and for being a Leader in this Community. I request City Council to reallocate this five thousand dollar gift from the general fund to the Fire Department for use in training and the purchase of new equipment. Training classification number 448101 \$2500.00 and equipment classification number 332100 \$2500.00. Thank You for this consideration.

Respectfully,

Matthew L. Traver
Interim Chief



January 14, 2015

Findlay City Council
114 Municipal Building
Findlay, OH 45840

RE: CDBG- City of Findlay Fair Housing

Honorable Members of Council:

The Hancock Regional Planning Commission is preparing the annual Fair Housing contract for The Hope House. Fair Housing program services is a requirement under the Ohio Department of Developments CDBG program. HRPC will be preparing the yearly contract and submitting it to Mayor Lydia Mihalik for approval. The Hope House will be compensated \$1,500 for fiscal year 2014-2015 for implementing the Fair Housing program within the City of Findlay.

Thank you for your consideration in this matter.

Sincerely,

Aleta Foust

Office of the Mayor

Lydia Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

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

www.findlayohio.com

January 16, 2015

Honorable City Council
City of Findlay, Ohio

RE: Ordinance NO. 2015-007 (Job Classification, Pay Ranges and Salary Schedule)

Dear Honorable Council Members:

The following documentation has been included to inform and gain approval for changes made to the Ordinance No. 2013-062. As part of an on-going review process, there have been changes made to ensure that employees have been placed in job classifications and/or job descriptions that match the work they are actually performing. Permanent part-time positions have also been added to both the Recreation and W.O.R.C. departments.

Finally, bi-weekly pay ranges and hourly pay rates have been adjusted to reflect the approved pay increase for City employees and to ensure that all positions are compliant with the State of Ohio minimum wage requirement of \$8.10 per hour. The effective date of these changes is January 18, 2015.

In order for the budgeted pay increases to take effect as of January 18, 2015, this ordinance needs to be passed at the January 20, 2015 meeting.

As always feel free to contact me with any questions you may have.

Sincerely,



Lydia L. Mihalik
Mayor, City of Findlay

OUTLINE OF CHANGES TO SALARY ORDINANCE

Revisions have been made to Ordinance No. 2013-062 and the new Ordinance is No. 2015-007

All changes were directed by the Mayor, HR Director and Law Director

SECTION 5

The effective date was changed to January 18, 2015
The maximum biweekly pay was increased for each job classification, except for Service-Safety Director, which remained the same.
The minimum biweekly pay was not changed in any of the job classifications
Airport Supervisor was moved into the Executive category

SECTION 6

The effective date was changed to January 18, 2015
The maximum biweekly pay was increased for each job classification
The minimum biweekly pay was not changed in any of the job classifications
Airport Supervisor was removed from the Administrative category, being moved to the Executive category
Engineer Intern classification was changed to Engineer (EIT)
Operations Scheduler classification was added
W.O.R.C. Coordinator classification was added

SECTION 7

The effective date was changed to January 18, 2015
The maximum biweekly pay was increased for each job classification
The minimum biweekly pay was not changed in any of the job classifications
Project Coordinator classification was added

SECTION 8

The effective date was changed to January 18, 2015
The maximum biweekly pay was increased for each job classification
The minimum biweekly pay was not changed in any of the job classifications

SECTION 10

The effective date was changed to January 18, 2015
Code Enforcement Coordinator classification was added at a 120 pay range
Engineering Financial/Contract Controller job classification was eliminated
Custodial/Maintenance classification was added at a 30 pay range
Customer Service/Field Representative was added at a 05 pay range
Facility Coordinator classification was added at a 30 pay range
Security Officer classification was added at a 31 pay range

SECTION 11

The effective date was changed to January 18, 2015
Code Enforcement Coordinator job classification was added at a 9120 pay range
Engineering Financial/Contract Controller job classification was eliminated
Custodial/Maintenance classification was added at a 9030 pay range
Customer Service/Field Representative was added at a 9005 pay range
Facility Coordinator classification was added at a 9030 pay range

Security Officer classification was added at a 9031 pay range
Unskilled Labor classification was changed to Temporary Support Staff

SECTION 13

All rates were increased
The effective date was changed to January 18, 2015
Pay ranges 005, 9005, 031, and 9031 were added to the pay tables
Pay range 8010 was changed to the same amount as minimum wage
Pay range 8020 was increased to 8.25 per hour

SECTION 14

All rates were increased
The effective date was changed to January 18, 2015

SECTION 19

In paragraph C (1) wording was changed to allow employees to accumulate up to 120 hours of comp time, an increase from a 60 hour limit

SECTION 34

In Paragraph B, wording was changed to allow firefighters to be paid for 408 hours of military leave, an increase from 222 hours.

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The PLANNING & ZONING COMMITTEE to whom was referred a request to rezone parcels 210001029285 and 210001029286 Broad Avenue and Bigelow Avenue on behalf of Findlay City Schools.

We recommend

As requested
Approved contingent upon a
sale to mechanism ~~to~~ be in place
to ensure use as a
school bus garage facility as
approved by City
Planning Commission
on JAN. 8, 2015

PUBLIC HEARING:

Aye Nay

GAC/nd
Grant Russel, Chairman

Aye Nay

ABSENT
~~Andy Douglas~~ *JIM MEYER*

PLANNING & ZONING COMMITTEE

Aye Nay

ABSENT
John Harrington

LEGISLATION: _____

DATED: January 8, 2015

Aye Nay

Tom Shindledecker
Tom Shindledecker

Aye Nay

Randy VanDyne
Randy VanDyne *second*

D.

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

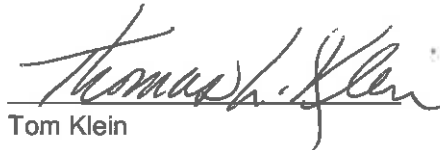
The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss the 2015 Capital Improvements Plan.

We recommend *Approval of 2015 Capital Plan as Presented*

Aye Nay


R. Ronald Monday, Chairman

Aye Nay


Tom Klein


Aye Nay


Robert Nichols

Aye Nay

ABSENT
Grant Russel

Aye Nay


Anne Spence

Aye Nay


Randy VanDyne

APPROPRIATIONS COMMITTEE

DATE: January 13, 2015

LEGISLATION _____

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss the Fire Chief severance payout.

We recommend TABLE UNTIL WE RECEIVE A LETTER OF EXPLANATION FROM THE STATE RETIREMENT BOARD

Aye Nay R. Ronald Monday
R. Ronald Monday, Chairman

Aye Nay Thomas H. Klein 2ND
Tom Klein

Aye Nay Robert Nichols
Robert Nichols

Aye Nay ABSENT
Grant Russel

Aye Nay Anne Spence
Anne Spence

Aye Nay Randy VanDyne
Randy VanDyne

APPROPRIATIONS COMMITTEE

DATE: January 13, 2015

LEGISLATION _____

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
January 20, 2015**

ORDINANCE NO. 2014-104 (*337 E Lincoln St rezone*)

third reading

AN ORDINANCE VACATING A CERTAIN ALLEY (HEREINAFTER REFERRED TO AS EAST LINCOLN STREET ALLEY VACATION) IN THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2015-003 (*MPC campus expansion project*)

second reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2015-005 (*combination of City Health Dept & County Health District*)

second reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT FOR THE COMBINATION OF THE HANCOCK COUNTY GENERAL HEALTH DISTRICT AND THE CITY OF FINDLAY HEALTH DEPARTMENT, 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

JANUARY 20, 2015

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, JANUARY 20, 2015 MEETING.

RESOLUTIONS

- 004-2015 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).
- 005-2015 A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY BEGINNING SEPTEMBER 1, 2014.

ORDINANCES

- 2015-006 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2015-007 AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2013-062 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.
- 2015-008 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS, APPROPRIATING FUNDS FOR SAID PROJECTS, AND DECLARING AN EMERGENCY.
- 2015-009 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR THE PURCHASE OR LEASE OF EQUIPMENT FOR THE VARIOUS CITY DEPARTMENTS IN ACCORDANCE WITH THE 2015 DEPARTMENT EQUIPMENT LIST WHICH IS INCORPORATED HEREIN AS EXHIBIT A, APPROPRIATING FUNDS FOR SAID EQUIPMENT AND OTHER CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.
- 2015-010 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS, APPROPRIATING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 004-2015

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

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

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

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

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

OVER PURCHASE ORDER/NO PURCHASE ORDER- COUNCIL AUTHORIZATION

VENDOR	VOUCHER	ACCOUNT	DEPARTMENT NAME	AMOUNT	REASON FOR EXPENSE	WHY
TREASURER, STATE OF OHIO – EPA	136324	25661000- 441000 25049500- 441000	WATER POLLUTION CONTROL	\$17469.00	WPC ANNUAL DISCHARGE FEE MS4 ANNUAL DISCHARGE FEE	NO PURCHASE ORDER – BILLS ARRIVE PRIOR TO THE APPROVAL OF THE 2015 BUDGET. EXPENDITURES CANNOT BE CERTIFIED UNTIL PASSAGE.
TREASURER, STATE OF OHIO – EPA	136313	25072000- 441000	UTILITY BILLING	\$21257.50	2015 PUBLIC WATER SYSTEM LICENSE FEES	NO PURCHASE ORDER – BILLS ARRIVE PRIOR TO THE APPROVAL OF THE 2015 BUDGET. EXPENDITURES CANNOT BE CERTIFIED UNTIL PASSAGE.

RESOLUTION NO. 005-2015

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY BEGINNING SEPTEMBER 1, 2014.

WHEREAS, the City of Findlay receives Community Development Block Grant (CDBG) funds administered by the State of Ohio, Ohio Department of Development, Office of Housing and Community Partnerships, and;

WHEREAS, the Federal Government requires local government recipients of CDBG funds to provide certain fair housing services, and;

WHEREAS, Findlay's fiscal year 2014-2015 CDBG Program includes the provision for Fair Housing Services for residents within the City of Findlay, and;

WHEREAS, the Findlay Hope House for the Homeless, Inc. has agreed to provide such services for an annual fee of one thousand five hundred dollars (\$1,500), and;

WHEREAS, an agreement outlining the scope of services has been prepared.

THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio, the majority of all members thereof concurring:

SECTION 1: That the Mayor of the City of Findlay, Ohio, be and she is hereby authorized to execute said agreement for Fair Housing Services on behalf of the City, and that such agreement shall have an effective date of September 1, 2014.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2015-006

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:	Capital Improvement – CIT	\$ 83,000.00
TO:	E Sandusky St/Osborn Ave intersection #32846100	\$ 83,000.00
FROM:	Water Fund	\$ 1,268.65
TO:	Water Distribution Department #25053000-other	\$ 1,268.65
FROM:	General Fund (Marathon Contribution)	\$ 5,000.00
TO:	Fire Department #21014000-other	\$ 5,000.00

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 said funds so that said project may proceed, so that funds received from the other party's insurance company may be utilized, and so that funds received from said donation made be utilized,

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.2015-007

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2013-062 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

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

SECTION 1: REPEAL

That Ordinance No. 2013-062 and all other Ordinances and/or parts of Ordinances in conflict herewith be repealed and Ordinance No. 2015-007 is hereby enacted establishing Job Classifications, Pay Ranges and a Salary Schedule for all non-elected officers and employees of the City of Findlay.

SECTION 2: UNCLASSIFIED SERVICE OF CIVIL SERVICE

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

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

SECTION 3: CLASSIFIED SERVICE OF CIVIL SERVICE

- A. The classified service shall comprise all positions not specifically included in Section 2, above.
- B. In all examinations for positions in the classified service requiring applicants to be state licensed or certified, or requiring peculiar and exceptional qualifications of a scientific, managerial, semiprofessional, or educational character, prior residence within the City shall not be required for entrance to the examinations, but on appointment, the persons shall be required to comply with the residency provisions provided herein.

SECTION 4: RESIDENCY PROVISION

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

SECTION 5: EXECUTIVE JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015, the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio shall be declared as "Executive" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U.S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Computer Services Supervisor.....	\$2,626.40	\$3,539.20
Fire Chief	\$2,626.40	\$3,640.00
Assistant Fire Chief.....	\$2,285.60	\$3,308.80
Police Captain.....	\$2,285.60	\$3,308.80
Police Chief	\$2,627.20	\$3,640.00
Service/Safety Director	\$2,970.40	\$5,000.00
Income Tax Administrator	\$2,285.60	\$3,308.80
Public Works Superintendent.....	\$2,285.60	\$3,308.80
Recreation, Marketing & Facilities Superintendent.....	\$2,285.60	\$3,308.80
Water Treatment Plant Superintendent.....	\$2,285.60	\$3,308.80
Water Pollution Control Superintendent.....	\$2,285.60	\$3,308.80
Airport Supervisor	\$1,812.80	\$2,855.20

SECTION 6: ADMINISTRATIVE JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015 the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Administrative" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U.S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Clerk of Municipal Court.....	\$1,900.00	\$3,016.00
Engineer (EIT).....	\$1,812.80	\$2,855.20
Engineer Project Manager.....	\$1,812.80	\$2,855.20
Flood Plain/Zoning Supervisor	\$1,812.80	\$2,855.20
Human Resources Director.....	\$2,303.20	\$3,206.40
Recreation Administrative Supervisor	\$1,812.80	\$2,855.20
Sewer Maintenance Supervisor.....	\$1,812.80	\$2,855.20
Street Maintenance Supervisor	\$1,812.80	\$2,855.20
Traffic Signal Supervisor	\$1,812.80	\$2,855.20
Utilities Billing Supervisor.....	\$1,812.80	\$2,855.20
Water Distribution Supervisor.....	\$1,812.80	\$2,855.20
Wastewater Treatment Supervisor	\$1,812.80	\$2,855.20
Water Treatment Supervisor	\$1,812.80	\$2,855.20
Operations/Scheduler	\$1,440.00	\$2,768.80
W.O.R.C. Coordinator.....	\$1,440.00	\$2,768.80

SECTION 7: PROFESSIONAL JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015 the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Professional" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U. S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
City Engineer	\$2,626.40	\$3,539.20
Assistant City Engineer	\$2,344.00	\$3,184.00
Professional Civil Engineer	\$2,142.00	\$2,874.40
MS4 Coordinator.....	\$1,440.00	\$2,855.20
Professional Surveyor	\$1,859.20	\$2,653.60
Deputy City Auditor	\$2,303.20	\$3,206.40
Project Coordinator	\$1,440.00	\$2,768.80
Assistant Director of Law I	See Excepted Pay Ranges	
Assistant Director of Law II.....	See Excepted Pay Ranges	
Assistant Director of Law III.....	See Excepted Pay Ranges	
Assistant Director of Law IV	See Excepted Pay Ranges	

SECTION 8: COMPUTER EMPLOYEE CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015, the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Computer" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U. S. Department of Labor. These job classifications shall be paid an hourly rate and be eligible for overtime payments.

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATES</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Computer Network Specialist I.....	\$20.64	\$32.78
Computer Network Specialist II.....	\$21.63	\$35.97
Computer Programmer Analyst.....	\$21.63	\$37.70

SECTION 9: PROMOTIONAL POLICY

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

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

SECTION 10: HOURLY JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015, the following job classifications and pay ranges of the various non-elected officers and employees of the City of Findlay, Ohio, shall be as follows for all other City employees hired on or before August 21, 2003. These employees shall be paid on an hourly basis as provided by law.

<u>JOB CLASSIFICATIONS</u>	<u>PAY RANGE</u>
Account Clerk I.....	130
Account Clerk II.....	140
Account Clerk III.....	150
Account Clerk IV.....	160
Administrative Assistant I.....	120
Administrative Assistant II.....	140
Administrative Assistant III.....	150
Administrative Assistant IV.....	160
Airport Worker I.....	130
Airport Worker II.....	140
Airport Worker III.....	160
Assistant Recreation Supervisor.....	160
Assistant Utilities Billing Supervisor.....	160
Building & Grounds Maintenance Tech.....	160
Building & Ice Maintenance Tech.....	130
Building Maintenance Tech.....	150
City Clerk.....	160
City Forester.....	180
Clerk I.....	80
Clerk II.....	110
Clerk III.....	120

Clerk IV	140
Code Enforcement Coordinator.....	120
Chief Construction Inspector	190
Construction Inspector I	160
Construction Inspector II	170
Construction Inspector III	180
Custodial/Maintenance Worker	30
Custodial Worker I.....	50
Custodial Worker II.....	70
Customer Service/Field Representative	05
Graduate Engineer.....	170
Engineering Technician.....	180
Fleet Maintenance Manager.....	120
CAD I	110
CAD II	130
Engineering Tech I.....	150
Engineering Tech II.....	170
Facility Coordinator	30
Groundskeeper I	70
Groundskeeper II	80
Groundskeeper III	90
Public Grounds Maintenance Worker I.....	110
Public Grounds Maintenance Worker II.....	130
Public Grounds Maintenance Worker III.....	150
Public Grounds Maintenance Worker IV.....	160
Public Maintenance Mechanic I.....	140
Public Maintenance Mechanic II.....	160
Public Maintenance Mechanic III.....	180
Parking Enforcement Officer	110
Parks Maintenance Supervisor.....	180
Payroll Clerk.....	130
Records Administrator I.....	150
Records Administrator II.....	170
Recreation Activities Coordinator	90
Secretary I	120
Secretary II	140
Secretary III.....	150
Security Officer	31
Sign Maintenance Supervisor	190
Street Maintenance Worker I.....	120
Street Maintenance Worker II.....	140
Street Maintenance Worker III.....	160
Surveyor Technician I	120
Surveyor Technician II	140
Surveyor I, SIT	160
Surveyor II, Intern	180
Tax Administrator Agent I.....	120
Tax Administrator Agent II.....	130
Traffic Signal Electrician I.....	160
Traffic Signal Electrician II.....	180
Traffic Signal Electrician III.....	190
Traffic Signal Electrician Assistant I	120

Traffic Signal Electrician Assistant II	140
Truck Driver I	110
Truck Driver II	120
Utilities Billing Clerk I.....	110
Utilities Billing Clerk II.....	120
Water Meter Maintenance Worker.....	130
Water Meter Reader I.....	120
Water Meter Reader II.....	140
Class II License	142
Class III License	143
Welder	160
Zoning/Building Inspector.....	160

SECTION 11: HOURLY JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 18, 2015 the following job classifications and pay ranges of the various non-elected officers and employees of the City of Findlay, Ohio, shall be as follows for all other City employees hired after August 21, 2003. These employees shall be paid on an hourly basis as provided by law.

<u>JOB CLASSIFICATIONS</u>	<u>PAY RANGE</u>
Account Clerk I.....	9130
Account Clerk II.....	9140
Account Clerk III.....	9150
Account Clerk IV	9160
Airport Worker I.....	9130
Airport Worker II.....	9140
Airport Worker III.....	9160
Administrative Assistant I	9120
Administrative Assistant II	9140
Administrative Assistant III	9150
Administrative Assistant IV.....	9160
Assistant Recreation Supervisor	9160
Assistant Utilities Billing Supervisor.....	9160
Building & Grounds Maintenance Tech	9160
Building & Ice Maintenance Tech.....	9130
Building Maintenance Tech.....	9150
City Clerk	9160
City Forester	9180
Clerk I	9080
Clerk II	9110
Clerk III	9120
Clerk IV	9140
Code Enforcement Coordinator.....	9120
Chief Construction Inspector.....	9190
Construction Inspector I	9160
Construction Inspector II	9170
Construction Inspector III	9180
Custodial/Maintenance Worker	9030
Custodial Worker I.....	9050
Custodial Worker II.....	9070

Customer Service/Field Representative	9005
Graduate Engineer.....	9170
Engineering Technician.....	9180
Facility Coordinator	9030
Firefighter (Part Time Only)	9070,9080,9090,9100,9110
CAD I	9110
CAD II	9130
Engineering Tech I.....	9150
Engineering Tech II.....	9170
Groundskeeper I	9070
Groundskeeper II	9080
Groundskeeper III	9090
Public Grounds Maintenance Worker I	9110
Public Grounds Maintenance Worker II	9130
Public Grounds Maintenance Worker III.....	9150
Public Grounds Maintenance Worker IV.....	9160
Public Maintenance Mechanic I.....	9140
Public Maintenance Mechanic II.....	9160
Public Maintenance Mechanic III.....	9180
Parking Enforcement Officer	9110
Parks Maintenance Supervisor.....	9180
Payroll Clerk.....	9130
Records Administrator I.....	9150
Records Administrator II.....	9170
Recreation Activities Coordinator	9090
Secretary I	9120
Secretary II	9140
Secretary III.....	9150
Security Officer	9031
Sign Maintenance Supervisor	9190
Street Maintenance Worker I.....	9120
Street Maintenance Worker II.....	9140
Street Maintenance Worker III.....	9160
Surveyor Technician I	9120
Surveyor Technician II	9140
Surveyor I, SIT	9160
Surveyor II, Intern	9180
Tax Administrator Agent I.....	9120
Tax Administrator Agent II.....	9130
Traffic Signal Electrician I.....	9160
Traffic Signal Electrician II.....	9180
Traffic Signal Electrician III.....	9190
Traffic Signal Electrician Assistant I	9120
Traffic Signal Electrician Assistant II	9140
Truck Driver I	9110
Truck Driver II	9120
Utilities Billing Clerk I.....	9110
Utilities Billing Clerk II.....	9120
Water Meter Maintenance Worker.....	9130
Water Meter Reader I.....	9120
Water Meter Reader II.....	9140
Welder	9160

Zoning/Building Inspector..... 9160

TEMPORARY JOB CLASSIFICATIONS

PAY RANGE

Assistant Pool Manager	8100
Concession Stand Attendant.....	8010
Concession Stand Supervisor	8020, 8030
Facility Manager/Diamond/Pool/CUBE.....	8130
Ice Rink Shift Manager.....	8120
Playground Supervisor I.....	8010
Playground Supervisor II.....	8020
Playground Tennis Instructor	8010
Playground Activities Coordinator	8090
Playground Director	8100
Park Manager	8130
Pool Manager (First Year).....	8110
Pool Manager (Second Year).....	8120
Pool Manager (Three Years or More).....	8130
Head Guard	8040
Pool Lifeguard.....	8020, 8030, 8040
Front Desk Attendants	8010
School Police	8010, 8020
Skate Guard/Rental.....	8010, 8020, 8030
Skating Instructor	8080, 8090
Skate Pro	8100
Clerk/Typist I.....	8080
Clerk/Typist II.....	8090
Engineering Aid I.....	8070
Engineering Aid II.....	8090
Temporary Support Staff.....	8020, 8040, 8060

SECTION 12: LICENSE STIPEND

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

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

SECTION 13: PAY RANGES EFFECTIVE JANUARY 18, 2015

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

indicated by (H) under the various pay ranges, bi-weekly salary rates are indicated by (B) under the various pay ranges.

Completed Years	0	1 - 2	3 - 4	5 - 6	7	8
Pay Range	A	B	C	D	E	F
05(H)	8.10	8.83	9.18	9.64	10.03	10.53
10(H)	9.06	9.90	10.36	10.90	11.39	11.96
20(H)	9.49	10.36	10.90	11.39	11.96	12.46
21(H)	8.73	8.73	8.73	8.73	8.73	8.73
22(H)	9.69	9.69	9.69	9.69	9.69	9.69
30(H)	9.88	10.90	11.39	11.96	12.46	13.10
31(H)	10.50	11.45	11.90	12.50	13.00	13.65
32(H)	10.30	10.30	10.30	10.30	10.30	10.30
35(H)	10.69	11.39	11.96	12.46	13.10	13.61
40(H)	11.36	12.46	13.05	13.61	14.25	14.90
50(H)	11.90	13.05	13.61	14.25	14.90	15.54
60(H)	12.42	13.61	14.25	14.90	15.54	16.28
70(H)	12.97	14.25	14.90	15.54	16.28	16.97
80(H)	13.59	14.90	15.54	16.28	16.97	17.72
90(H)	14.19	15.54	16.28	16.97	17.72	18.60
100(H)	14.80	16.28	16.97	17.72	18.60	19.38
110(H)	15.51	16.97	17.72	18.60	19.38	20.30
120(H)	16.14	17.72	18.60	19.38	20.30	21.22
125(H)	16.49	18.17	18.96	19.86	20.76	21.72
130(H)	16.87	18.60	19.38	20.30	21.22	22.24
140(H)	17.70	19.38	20.30	21.22	22.24	23.25
141(H)	18.44	20.30	21.22	22.24	23.25	23.25
142(H)	19.32	21.22	22.24	23.25	23.25	23.25
143(H)	20.23	22.24	23.25	23.25	23.25	23.25
150(H)	18.44	20.30	21.22	22.24	23.25	24.35
151(H)	19.32	21.22	22.24	23.25	24.35	24.35
160(H)	19.32	21.22	22.24	23.25	24.35	25.54
161(H)	20.23	22.24	23.25	24.35	25.54	26.03
162(H)	21.17	23.25	24.35	25.54	26.03	26.52
163(H)	22.15	24.35	25.54	26.03	26.52	27.07
170(H)	20.23	22.24	23.25	24.35	25.54	26.76
171(H)	21.17	23.25	24.35	25.54	26.76	26.76
172(H)	22.15	24.35	25.54	26.76	26.76	26.76
173(H)	23.21	25.54	26.76	26.76	26.76	27.28
174(H)	24.31	26.76	26.76	26.76	26.76	27.28
175(H)	25.47	26.76	26.76	26.76	26.76	27.28
180(H)	21.17	23.25	24.35	25.54	26.76	27.97
181(H)	22.15	24.35	25.54	26.76	27.97	27.97
182(H)	23.21	25.54	26.76	27.97	27.97	27.97

183(H)	24.31	26.76	27.97	27.97	27.97	27.97
190(H)	22.15	24.35	25.54	26.76	27.97	29.31
191(H)	23.21	25.54	26.76	27.97	29.31	29.31
192(H)	24.31	26.76	27.97	29.31	29.31	29.31
193(H)	25.47	27.97	29.31	29.31	29.31	29.31
200(H)	23.20	25.54	26.76	27.97	29.31	30.71
(B)	1,856.00	2043.20	2,140.80	2,237.60	2,344.80	2,456.80
220(H)	25.48	27.97	29.31	30.71	32.14	33.71
(B)	2,038.40	2,237.60	2,344.80	2,456.80	2,571.20	2,696.80
8010(H)	8.10	8.10	8.10	8.10	8.10	8.10
8020(H)	8.25	8.25	8.25	8.25	8.25	8.25
8030(H)	8.43	8.43	8.43	8.43	8.43	8.43
8040(H)	9.69	9.69	9.69	9.69	9.69	9.69
8050(H)	10.14	10.14	10.14	10.14	10.14	10.14
8060(H)	10.58	10.58	10.58	10.58	10.58	10.58
8070(H)	11.05	11.05	11.05	11.05	11.05	11.05
8080(H)	11.59	11.59	11.59	11.59	11.59	11.59
8090(H)	12.10	12.10	12.10	12.10	12.10	12.10
8100(H)	12.62	12.62	12.62	12.62	12.62	12.62
8110(H)	13.23	13.23	13.23	13.23	13.23	13.23
8120(H)	13.76	13.76	13.76	13.76	13.76	13.76
8130(H)	14.38	14.38	14.38	14.38	14.38	14.38
9005(H)	8.10	8.51	8.76	9.02	9.20	9.39
9010(H)	9.06	9.52	9.81	10.10	10.30	10.51
9020(H)	9.49	9.94	10.25	10.56	10.78	10.99
9030(H)	9.88	10.38	10.68	11.00	11.23	11.47
9031(H)	10.50	11.03	11.36	11.70	11.93	12.17
9040(H)	11.36	11.93	12.28	12.65	12.90	13.16
9050(H)	11.90	12.48	12.84	13.24	13.52	13.80
9060(H)	12.42	13.03	13.44	13.83	14.10	14.37
9070(H)	12.97	13.59	14.00	14.42	14.72	15.01
9080(H)	13.59	14.28	14.70	15.15	15.45	15.76
9090(H)	14.19	14.88	15.33	15.79	16.11	16.44
9100(H)	14.80	15.53	15.99	16.48	16.82	17.16
9110(H)	15.51	16.29	16.79	17.28	17.63	17.98
9120(H)	16.14	16.93	17.45	17.97	18.33	18.72
9130(H)	16.87	17.71	18.24	18.79	19.17	19.54
9140(H)	17.70	18.57	19.14	19.71	20.12	20.52
9150(H)	18.44	19.38	19.96	20.56	20.96	21.38
9160(H)	19.32	20.27	20.89	21.51	21.95	22.40
9170(H)	20.23	21.25	21.87	22.53	23.00	23.45
9180(H)	21.17	22.23	22.90	23.59	24.07	24.54
9190(H)	22.15	23.24	23.95	24.67	25.16	25.67

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

SECTION 14: EXCEPTED PAY RANGES EFFECTIVE JANUARY 18, 2015

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

Assistant Director of Law I	\$1,924.83 Bi-weekly
Assistant Director of Law II	\$1,773.64 Bi-weekly
Assistant Director of Law III	\$1,629.11 Bi-weekly
Assistant Director of Law IV	\$1,479.08 Bi-weekly
Secretary of Board of Zoning Appeals	\$38.77 Bi-weekly
Member – Civil Service Commission	\$176.88 Bi-weekly
Clerk – Civil Service Commission	\$1,686.22 Bi-weekly

SECTION 15: STEPS

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

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

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

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

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

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

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

SECTION 16: DEFINITIONS, EFFECTIVE MAY 31, 2009

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

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

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

SECTION 17: COMPENSATION FOR TEMPORARY POSITIONS

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

SECTION 18: LONGEVITY

- A. Effective December 24, 2000, all full-time employees who have completed ten (10) or more years of continuous full-time service shall accrue a longevity fund of thirty dollars (\$30) per bi-weekly pay period in addition to their regular rate of pay.
- B. Effective December 24, 2000, all full-time employees who have completed fifteen (15) or more years of continuous full-time service shall accrue a longevity fund of fifty dollars (\$50) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual to be earned upon the completion of ten (10) years of service.
- C. Effective December 24, 2000, all full-time employees who have completed twenty (20) or more years of continuous full-time service shall accrue a longevity fund of seventy dollars (\$70) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual to be earned upon the completion of fifteen (15) years of service.

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

SECTION 19: OVERTIME

- A. Each eligible City employee, except temporary or seasonal employees in the Recreation Functions Department, or Swimming Pool Departments, who is scheduled to work more than forty (40) hours per calendar week shall be compensated at the rate of time and one half (1-1/2) his regular hourly rate for any hours worked in excess of forty (40) hours per calendar week.
- B. A minimum of three (3) hours at the employee's overtime rate shall be paid to an employee whenever such employee is called in to work other than his regular scheduled shift or previously scheduled overtime. The employee must have had 40 paid hours during the week to be eligible for such pay including sick leave, vacation/holivac leave, comp out hours and holidays.
- C. The calculation of overtime pay shall be calculated including holidays, sick leave, and vacation leave as part of the straight time determination.
 - 1. An employee who is eligible for overtime may elect to take compensatory time ("Comp Time") off instead of overtime pay for any overtime worked. The compensatory time shall be granted by the employee's supervisor on a time and one half (1-1/2) basis (i.e. for one hour of overtime, one and one half hours of comp time will be granted.) Employees may accumulate up to and maintain 120 hours of unused comp time and may, with approval of the Safety or Service Director, accumulate and maintain a balance in excess of 120 hours of unused comp time.
 - 2. When an employee who has been eligible for overtime receives a promotion and accepts a position that is exempt from the payment of overtime, the employee will be paid for all unused accumulated compensatory time hours at the time of the promotion. The payment will be made using a rate of pay in effect prior to the employee's promotion.

SECTION 20: SICK LEAVE PAYMENT

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

- A. Any employee incurring a non-duty related sickness or disability shall receive sick leave with full pay, subject to accumulated sick leave.

- B. An employee incurring a duty related sickness or injury shall receive sick leave with full pay for the maximum period as prescribed for total temporary disability in the Ohio Revised Code unless extended by City Council upon recommendation of the Safety-Service Director. Sick leave used under these conditions, and subject to worker's compensation payments, shall be reinstated to accumulated sick leave, provided that the employee completes the proper application for worker's compensation benefits and refunds to the City all funds received as a result of the application. There shall be no reinstatement for sick leave not subject to workers compensation reimbursement.
- C. Accumulated sick leave shall be computed on a basis of one hour of accumulated sick leave for each one hour missed from the regular scheduled shift as a result of sickness or disability.
- D. Any City employee hired on or before August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of the first 960 hours of accrued but unused sick leave credit and, if applicable, to be paid in cash one-half (1/2) the value of all accrued but unused sick leave credit in excess of 960 hours. Payment shall be contingent upon 30 days written notice prior to retirement. Retirement is defined as being eligible to immediately receive retirement benefits from the employee's pension plan. In the event an employee has more than one thousand nine hundred twenty (1,920) hours of unused sick leave, all such sick leave shall be paid at the rate of one-half (1/2) of said leave.
- E. Any City employee hired after August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of 960 hours of accrued but unused sick leave credit. Payment shall be contingent upon 30 days written notice prior to retirement. Retirement is defined as being eligible to immediately receive retirement benefits from the employee's pension plan.

SECTION 21: DONATED LEAVE POLICY

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

To Request Donated Leave

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

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

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

1. has a serious health condition,
2. has utilized all accrued vacation/holovac and sick hours, and

3. has applied for any paid leave, workers compensation or other benefits program for which the employee is eligible. Donated leave may be used to satisfy the waiting period for these benefits.

A. Certification of Eligibility

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

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

1. an illness, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or
2. a period of incapacity of more than seven (7) days that also involves:
 - a. treatment by a health care provider in connection with such inpatient care, or
 - b. the constant supervision of the health care provider, or
 - c. a condition which is permanent or long-term for which treatment may not be effective.

B. Donation Process

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

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

C. Establishing Need and Utilization of Donated Leave

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

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

D. Administering the Donation Program

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

1. Employees using donated leave shall be considered in active pay status and shall accrue leave and any other benefits to which they would otherwise be entitled.

2. Leave accrued by an employee while using donated leave shall be used, if necessary, in the following pay period before additional donated leave may be received.
 3. Donated leave shall not count toward the probationary period.
 4. Donated leave shall never be converted to a cash benefit.
 5. Donated leave or the leave accrued by the use of the donation is not eligible for reimbursement when used to satisfy the waiting period for workers compensation benefits.
 6. If the leave meets the FMLA criteria, the leave time will also be charged against the employee's yearly entitlement as outlined by FMLA and the employee handbook.
- E. The City of Findlay shall respect an employee's right of privacy. However, the City may, with permission of the employee who is in need of leave, inform employees of their co-worker's critical need for leave. In addition, supervisors and all other employees are **prohibited from directly soliciting** leave donations from co-workers to ensure that no employees are forced to donate leave.

SECTION 22: HOSPITALIZATION

- A. The City agrees to share in the cost of providing health and prescription drug insurance for full-time employees.
- B. The cost of health and prescription drug insurance coverage through the end of 2013, shall be divided on the following basis, whether the employee selects family coverage or single coverage. The cost sharing shall include optional dental and/or vision coverage, if selected by the employee. The monthly premium cost shall be shared:
- | | |
|------------------|------------------------|
| Employer's Share | 90% of monthly premium |
| Employee's Share | 10% of monthly premium |
- C. Effective with the 2014 coverage, the cost of health and prescription drug insurance coverage shall be shared between the employer and full-time employees, whether the employee selects family, employee plus or single coverage. The cost of sharing shall include optional dental and/or vision coverage, if selected by the employee. The employer's share of the monthly premium, regardless of the plan option(s) selected by the employee, shall be no more than 90%.
- D. The employee's share shall be deducted from the payroll of each participating employee.
- E. An employee must be on the payroll of the City for a period of 30 days, before becoming eligible for the hospitalization and health insurance contributions provision contained herein.
- F. Effective August 1, 2009, for the Mayor, Auditor, Director of Law, and the Judges of the Municipal Court, the City shall provide for a hospitalization and health insurance policy for those elected officials who are eligible for hospitalization and health coverage and upon notification by such elected official that he desires such coverage. The policy shall be under the same group plan provided for non-elected City employees and the amount to be paid by the City shall be equal to that paid by the City for non-elected employees.
- F. The City Council may choose to appropriate additional funds for payments of health insurance costs upon the recommendation of the Auditor, if it is deemed necessary to meet the financial obligations related to health insurance costs. The funding would be in addition to the distribution of monthly premiums as outlined in Paragraphs B and C of this section.

SECTION 23: LIFE INSURANCE

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

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

- A. Holivac is the combination of holidays and vacation hours into a single accrual. The holivac system recognizes eleven (11) holidays per year and the amount of vacation that the individual employee is entitled to receive.
- B. One year of service shall be computed on 26 biweekly pay periods. These weeks do not need to be consecutive. If there is a break in the employee's full-time service with the City, upon re-hire to a full-time position, the employee will be given credit for previous time for which vacation/holivac accrual was eligible. Positions listed in the Excepted Pay Ranges of this Ordinance are not eligible for vacation/holivac accrual credit upon re-hire.
- C. Each full-time employee, after service of one (1) year with the City, shall have earned and will be due annually thereafter a maximum of eighty (80) hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0385 hours for each paid base hour for those entitled to a maximum of 80 hours per year. Employees subject to holivac shall accrue 0.0808 hours on each paid base hour.
- D. A full-time employee with eight (8) or more years of service with the City shall have earned and is entitled to a maximum of 120 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0577 hours on each base hour paid for those entitled to a maximum of 120 hours per year. Employees subject to holivac shall accrue 0.10000 hours on each paid base hour.
- E. A full-time employee with fifteen (15) or more years of service with the City shall have earned and is entitled to a maximum of 160 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0769 hours on each paid base hour for those entitled to a maximum of 160 hours per year. Employees subject to holivac shall accrue 0.1192 hours on each paid base hour.
- F. A full-time employee with twenty-two (22) or more years of service with the City shall have earned and is entitled to a maximum 200 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0962 hours on each paid base hour for those entitled to a maximum of 200 hours per year. Employees subject to holivac shall accrue 0.1385 hours on each paid base hour.

- G. Vacation/holovac leave is earned while on other paid leave provided by the City but vacation/holovac is not accrued when working overtime hours. Vacation/holovac leave is earned only while on active pay status with the City.
- H. During the first year of service, no vacation shall be granted to an employee, but the employee during the first year of service shall accumulate vacation hours as provided for by ordinance of City Council. During the first year of service, employees subject to holovac shall accrue their holidays at a rate of 0.0423 hours on each paid base hour. After one year of service, an employee may take vacation or holovac up to the number of hours accumulated at the time subject to other limitations as specified by ordinance.
- I. Employees may express their preference as to vacation or holovac period, and the preference will be recognized by the department head, as far as practicable
- J. Employees who have unused vacation or holovac leave to their credit may accumulate up to two (2) years credit with the approval of the department head. Employees shall forfeit their right to take or be paid for any vacation or holovac leave to their credit which is in excess of the accrual for two (2) years. Excess leave shall be eliminated from the employee's leave balance in the pay period in which the vacation anniversary date occurs. The Safety Director or Service Director may approve exceptions to this provision upon a written request from the employee stating the reasons for such exception. The two (2) year accrual limit shall be based on the accumulation of an employee who would be paid 40 base hours per week.
- K. A person employed with the City on or after March 15, 2011, other than as an elected officer, who was previously employed by the State or any political subdivision of the State earning vacation credits is entitled to have his or her prior service with any of these employers counted as service with the City of Findlay for the purpose of computing the amount of the employee's vacation/holovac leave, and their anniversary date.. Said employee may transfer the accrued and unused vacation leave from the State or any political subdivision of the State. The hours to be transferred cannot exceed two years accrual.

SECTION 25: HOLIDAYS

- A. Effective November 1, 2005, a full or part-time employee, excluding temporary or seasonal employees, whose salary or wage is paid by the City shall not be required to work on days declared in this section to be holidays, unless in the opinion of the employee's responsible administrative superior failure to work on such holidays would impair the public service. Such holidays shall be:
 - 1. The first day of January, known as New Year's Day;
 - 2. The third Monday of January, known as Martin Luther King, Jr. Day;
 - 3. The third Monday in February, known as Washington-Lincoln Day or President's Day;
 - 4. The last Monday in May, known as Decoration or Memorial Day;
 - 5. The Fourth Day of July, known as Independence Day;
 - 6. The first Monday of September; known as Labor Day;
 - 7. November 11, known as Veteran's Day;
 - 8. The fourth Thursday in November, known as Thanksgiving Day;
 - 9. The day after Thanksgiving;
 - 10. December 24, known as Christmas-Eve Day;
 - 11. December 25, known as Christmas Day; and
 - 12. Any other holiday set by a proclamation of the Mayor of the City.

- B. In the event that any of the aforesaid holidays shall fall on Saturday, the Friday immediately preceding shall be observed as the holiday. In the event that any of the aforesaid holidays shall fall on Sunday, the Monday immediately succeeding shall be observed as the holiday.
- C. Any employee, not subject to holivac, whose normal scheduled day off falls on one of the aforementioned holidays shall be granted a day off with pay to replace the holiday missed as a result of his normal work schedule during the pay period in which the legal holiday so missed falls.
- D. Effective May 20, 2008, an employee of the Water Treatment Plant or Water Pollution Control Center who is required to work on New Year's Day, July 4th, Thanksgiving, Christmas Day, Christmas Eve, Memorial Day, or Labor Day, as part of the employees regular forty (40) hour schedule, shall be paid at one and one-half times his regular rate of pay for hours worked on these holidays.
- E. Effective, May 19, 2009, a full-time or part-time employee who works less than forty (40) hours per week shall receive paid Holiday leave on a pro-rata basis at the same rate as the employee's average number of hours worked per day in the balance of the pay period which contains the holiday. Furlough days will be used in the calculation of the pro-ration.

SECTION 26: MILEAGE REIMBURSEMENT

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

SECTION 27: DEATH IN FAMILY

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

- D. Time off, for a death other than the immediate family shall be given with the consent of the head of the department and shall be deducted from vacation, holivac or accumulated sick leave.
- E. Further definitions and details related to Death in Family Leave can be obtained in the City's Bereavement Leave Policy.

SECTION 28: TAX DEFERRAL PLAN FOR EMPLOYEE PENSION CONTRIBUTIONS

- A. The Auditor, the Safety Director and the Service Director of the City are hereby authorized to execute all necessary documents with the Internal Revenue Service, the Public Employees Retirement System and the Ohio Police and Fire Pension Fund to qualify all public employee retirement payments made by the City for its employees as tax-deferred compensation under the Internal Revenue Service regulations.
- B. All employees of the City who are subject to either the Public Employees Retirement System or the Ohio Police and Fire Pension Fund shall not and do not have the option of choosing to receive the contributed amounts directly instead of having them paid by the City to the Public Employees Retirement System or the Ohio Police and Fire Pension Fund.
- C. Employee contributions to the Public Employees Retirement System or the Ohio Police and Fire Pension Fund will be paid by the City in lieu of the contributions being paid directly by the employee.

SECTION 29: GRIEVANCE PROCEDURE

1. General Provisions

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

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

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

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

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

2. Procedure

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

Step II If the grievance is not settled at Step I, the employee must submit the grievance, in writing, to the department supervisor within ten (10) workdays following the immediate supervisor's oral response. The written grievance will be received by a committee which will decide the merits of the alleged violation. The committee will consist of: (1) department supervisor, (2) another employee of the same department to be selected by the grievant and (3) another employee of the same department to be selected by the department supervisor. If this committee does not find merit in the grievance, the matter will be considered closed.

The written grievance must contain:

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

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

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

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

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

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

SECTION 30: EMPLOYEE APPRAISAL

- A. Each employee shall be appraised and evaluated by their immediate supervisor once a year, said appraisal and evaluation to be made during the month of said employee's anniversary date of employment with the City.

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

SECTION 31: UNION CONTRACTS

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

SECTION 32: EXCLUSION OF FINDLAY MUNICIPAL COURT EMPLOYEES

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

SECTION 33: EXCLUSION OF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES

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

SECTION 34: MILITARY LEAVE

- A. All City employees who are members of the Ohio National Guard, the Ohio State Guard, the Ohio Naval Militia, or other reserve components of the armed forces of the United States, shall be entitled to leave of absence for their respective military services on field training or active duty for periods not exceeding thirty-one days in any calendar year.
- B. The maximum number of hours for which payment can be made in any one calendar year shall be for the fire fighter subject to holivac, 408 hours, and for all other employees, 176 hours.
- C. If a City employee's military pay or compensation during the period of leave of absence is less than his City pay would have been for the period, he shall be paid by the City the difference in money between the City pay and his military pay for that period. In determining the employee's military pay for purposes of this section, allowances for travel, food or housing shall not be considered, but any other pay or allowances of whatever nature, including longevity pay, shall be considered.
- D. Except as otherwise provided in paragraph (E) of this section, any permanent City employee who is employed by the City of Findlay, and who is entitled to the leave provided under paragraph (A) of this section and who is called or ordered to the uniformed services for longer than a month, for each calendar year in which the employee performed service in the uniformed services, because of an executive order issued by the President of the United States of an act of Congress is entitled, during

the period designated in the order or act, to a leave of absence and to be paid during each monthly pay period of that leave of absence, the lesser of the following:

1. The difference between the permanent City employee's gross monthly wage or salary as a permanent City employee and the permanent City employee's gross uniformed pay received that month;
2. Five hundred dollars

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

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

SECTION 35: BOND

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

SECTION 36: DISCHARGE OF AN EMPLOYEE

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

SECTION 37: EFFECTIVE DATE

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2015-008

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS, APPROPRIATING FUNDS FOR SAID PROJECTS, 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-Safety Director of the City of Findlay be and he is hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the capital improvements program for the year 2015.

SECTION 2: That to pay for start-up costs and project construction costs there is hereby appropriated and transferred the following sums;

FROM: Capital Improvements - CIT	\$	30,000	
TO: 2015 Resurfacing Program #32850100			\$ 10,000
TO: Tiffin Ave & N Main St Curb Replacement #32847700			\$ 10,000
TO: ODOT FY15 Resurfacing #32846200			\$ 10,000
FROM: Sewer Fund	\$	10,000	
TO: 2015 Sewer Lining #35652300			\$ 10,000

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 said funds so that these projects may proceed expeditiously and within the construction season.

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. 2015-009

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR THE PURCHASE OR LEASE OF EQUIPMENT FOR THE VARIOUS CITY DEPARTMENTS IN ACCORDANCE WITH THE 2015 DEPARTMENT EQUIPMENT LIST WHICH IS INCORPORATED HEREIN AS EXHIBIT A, APPROPRIATING FUNDS FOR SAID EQUIPMENT AND OTHER 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-Safety Director of the City of Findlay, Ohio, be and he is hereby authorized to advertise for bids where necessary pursuant to law, and enter into contracts for the purchase or lease of equipment as delineated on the 2015 department equipment list and incorporated herein.

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

FROM: Capital Improvements - CIT	\$ 813,498	
TO: Police #21012000-other		\$ 233,498
TO: Replace Fire Engine 4 #31951200		\$ 580,000

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 said funds so that said vehicles may be delivered as needed and in a timely fashion.

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. 2015-010

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS, APPROPRIATING 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-Safety Director of the City of Findlay be and he is hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the capital improvements program for the year 2015.

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: Capital Improvements - CIT	\$ 1,139,610	
TO: WORC #210190000-other		\$ 20,000
TO: Computer Services #21009000-other		\$ 37,000
TO: Fire #210140000-other		\$ 36,000
TO: Municipal Building #21022000-other		\$ 57,700
TO: Engineering Dept #21021000-other		\$ 38,000
TO: Parks Maintenance #21034000-other		\$ 136,000
TO: Recreation Functions #210444000-other		\$ 137,000
TO: Cemetery #21046000-other		\$ 67,910
TO: Street Dept #22040000-other		\$ 385,000
TO: Traffic Lights #22043200-other		\$ 210,000
TO: Airport #25010000-other		\$ 15,000
FROM: Water Fund	\$ 227,500	
TO: Water Treatment Plant #25050000-other		\$ 37,500
TO: Utility Billing #25072000-other		\$ 15,000
TO: Water Distribution #25053000-other		\$ 175,000
FROM: Sewer Fund	\$ 105,000	
TO: Water Pollution Control #25061000-other		\$ 30,000
TO: Sewer Maintenance #25048000-other		\$ 75,000
FROM: Sewer Fund – Stormwater Restricted Account	\$ 250,000	
TO: Stormwater Maintenance #25049500-other		\$ 210,000
TO: Sewer Maintenance #25048000-other		\$ 40,000
FROM: Capital Improvements – CIT	\$ 1,114,590	
TO: Municipal Bldg Network Rewiring #31950800		\$ 15,000
TO: Recording System/Ani Alley Communications (Dispatch) #31951000		\$ 19,490
TO: Fire Station 2 Front Approach Replacement #31951500		\$ 8,650
TO: Computer Services FM200 Fire Suppression System #31953100		\$ 28,450
TO: Parker Bldg Concrete Repair/Replacement #31953500		\$ 15,000
TO: Municipal Bldg Renovations (Court Expansion) #31949800		\$ 50,000
TO: Riverside Park Lighting #31951600		\$ 18,000
TO: Emory Adams Asphalt Walking Path #31951700		\$ 29,000
TO: Swale Park Ballfield Improvements #31951800		\$ 20,000
TO: Manley Bldg Improvements #31953200		\$ 68,000
TO: Cemetery Road Maintenance #31951900		\$ 15,000
TO: Street Preventive Maintenance #32850700		\$ 400,000
TO: Street Dept Mechanic Shop Floor and Heating #31953400		\$ 50,000
TO: Street Dept & Manley Bldg Fence Repair/Installation #31953800		\$ 68,000
TO: Lima Ave/S West St Intersection #32840800		\$ 10,000

TO:	W Sandusky St/S West St Intersection #32850200	\$	10,000
TO:	W Lincoln St/ S West St Intersection #32850400	\$	10,000
TO:	McManness Ave/Center St Intersection #32850500	\$	10,000
TO:	Airport Drainage – Hangars/Terminal #35250600	\$	10,000
TO:	E Sandusky St/Blanchard St Intersection #32852800	\$	20,000
TO:	W Sandusky St/Western Ave Intersection #32852700	\$	190,000
TO:	Lima Ave/Western Ave Intersection #32852900	\$	50,000
FROM:	Water Fund	\$	484,570
TO:	WTP Lab Upgrades #35751400	\$	43,000
TO:	Raw Waterline (Analysis/Transfer Station) #35754100	\$	50,000
TO:	WTP Chemical Bldg Floors #35753000	\$	35,000
TO:	WTP Exterior Lighting #35751100	\$	33,000
TO:	North Water Tower Painting #35753900	\$	10,000
TO:	Elyria St Waterline #35752000	\$	5,000
TO:	Blaine Ave Waterline #35752100	\$	5,000
TO:	2015 Small Waterlines #35752200	\$	260,000
TO:	Lima Ave Waterline #35753600	\$	43,570
FROM:	Sewer Fund	\$	195,000
TO:	2015 Sewer Cleaning (Large Diameter) #35652400	\$	10,000
TO:	Sewer Maintenance Cold Storage Bldg #35654000	\$	135,000
TO:	2015 CSO Long-term Control Plan #35653300	\$	50,000
FROM:	Sewer Fund – Stormwater Restricted Account	\$	25,000
TO:	2015 Ditch Maintenance #32552500	\$	25,000

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 said funds so that these projects may proceed expeditiously.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____