

FINDLAY CITY COUNCIL MEETING MINUTES
REGULAR SESSION MAY 19, 2020 COUNCIL CHAMBERS

ROLL CALL of 2020-2021 Councilmembers:

PRESENT: Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser

ABSENT: none

President of Council Harrington opened the meeting with the Pledge of Allegiance and a moment of silence.

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

- Councilman Slough moved to accept the May 5, 2020 Public Hearing meeting minutes to rezone 229 Howard Street via Ordinance No. 2020-039, seconded by Councilman Wobser. All were in favor. Motion carried. Filed.
- Councilman Slough moved to accept the May 5, 2020 Regular Session City Council meeting minutes, Councilman Palmer seconded the motion. All were in favor. Motion carried. Filed.

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

PROCLAMATIONS: none

RECOGNITION/RETIREMENT RESOLUTIONS: none

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS: none

PETITIONS:

Eric Bibler, owner of 1020 Adams Street is requesting to vacate the alley between Lot 13081 in the Whitney Addition and Lot 8 in the High Addition from Adams Street to the alley north. Referred to CITY PLANNING COMMISSION and PLANNING AND ZONING Committee. Filed.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Service Director/Acting City Engineer Thomas – farmland leases

The City of Findlay has farmland located in the vicinity of the Airport (approximately 181 acres), the Reservoir (approximately 64 acres), and Carlin Street (approximately 23 acres). The land is leased to local farmers for cultivation based on bids received through the formal bidding process. Legislation authorizing the Service Director to accept bids and enter into a lease agreement(s) for a period of three (3) years beginning in 2021. Ordinance No. 2020-051 was created. Filed.

City Income Tax Monthly Collection Report – April 2020. Filed.

Findlay Police Department Activities Report – April 2020.

Discussion:

Councilman Wobser asked if there have been any upticks in any areas of calls into the Police Department as it is hard to tell from the report. He asked if the monthly report could provide that type of detail. Mayor Muryn replied that the monthly report is currently being worked on with the transition over to the Tyler Dispatch System. There has been a slight uptick in petty crimes.

Councilman Slough asked if there have been any increases in domestic violence cases and/or child abuse cases. Mayor Muryn replied there have been. When people are confined, it increases life stresses. She thanked Findlay City Schools, as well as area local schools, who have been proactive in reaching out to students and doing welfare checks when possible which has been helpful.

Councilman Russel noted that the report indicates a drop in traffic stops in April and asked if that was due to motorists not driving as much or if Officers were not as aggressive with it. Mayor Muryn replied both. Officers were told that unless a major concern existed, that they are to avoid interactions with motorists. A decline in motorists driving during the pandemic is a large factor in the decrease of traffic stops. If a motorist is disobeying the law in an aggressive manner or possibly causing a danger to someone else, an Officer will take action on that, but are to use judgement in keeping themselves safe. Councilman Russel asked if Officers will turn back to a more proactive approach on violators once traffic begins to increase. Mayor Muryn replied that is correct. There will be an increase in overall volume. Conversations have taken place for Officers to start to go back to their usual procedures while keeping safety measures in place while becoming more active in enforcing laws. Filed.

Findlay Fire Department Activities Report – April 2020. Filed.

City Auditor Staschiak – Ohio Budgetary Law

The City of Findlay is in a position where revenues are declining significantly. A combination of changes in Federal Tax laws, deferral/waiver of estimated tax payments and the COVID-19 pandemic have significantly impacted the 2020 projected revenues and it is now necessary to file an amendment to the Certificate of Resources approved by the Hancock County Budget Commission. It will be filed on the morning of May 20, 2020. As a first adjustment, the income tax receipts are being projected at \$23,945,000 for 2020 (\$1,669,000 more than the amount being projected by the City Income Tax Administrator) and is a drop of \$5,300,000 compared to the initial winter budget review, but is currently better than the \$6,696,000 difference being projected by the Administrator. This \$5,300,500 difference reduces General Fund projected receipts by \$4,240,400 and the Capital Improvement Restricted Account by \$1,060,100. Federal, State, and Local tax filing deadlines have been extended, so receipts will be reviewed in detail on a regular basis with possible further adjustments needed. The total reduction in the General Fund across all revenue sources is projected at \$5,003,000 at this time. Revenues such as occupancy tax, recreation receipts, local government funds, gas tax, court fines and costs, user fees, interest earnings, utility receipts and others have been negatively impacted as well. Many of them were identified in the letter he forwarded from State Auditor Faber. They will also be reviewed in detail on a regular basis. City Auditor Staschiak is providing projected revenues based on revenue receipts as of May 12, 2020. Details on the current situation change almost daily, so City Auditor Staschiak will be reviewing revenues regularly and will provide updates. There are many factors at play and many questions such as how quickly the economic restart will take hold, what the outcome of various lawsuits on W2 filings will be, if a resulting recession can be avoided or minimized, etc. His advice to Council is to review all legislative appropriation that requires Council's adoption keeping in mind that every dollar saved today should lessen the difficulty of dealing with any negative financial impacts in the long run. For example, not to stop planning, but slow spending. Encourage training, but minimize travel expenditures during training. City Council needs to identify stopgap amounts in projected cash balances with associated budgetary action items. Further discussion at an APPROPRIATIONS COMMITTEE or COMMITTEE OF THE WHOLE meeting can take place if it is Council's desire to do so. He will continue to keep Council informed on a routine basis as many revenues will not show changes until several months down the road. Legislation to de-appropriate funds is requested. Ordinance No. 2020-052 was created.

Discussion:

Councilman Hellman noted that City Auditor Staschiak's letter mentions that Council may want to have a COMMITTEE OF THE WHOLE meeting on this topic that he is offering to host. Based on the financial situation of the City, he would like to have said meeting prior to the third (3rd) reading of this Ordinance. He moved to have a COMMITTEE OF THE WHOLE MEETING, seconded by Councilman Slough.

Councilman Russel asked if the Ordinance for this has to be passed tonight. City Auditor Staschiak replied that all the details needed for this are in his letter. He listed the differences in revenues and in order for Council to be in compliance with Ohio Budgetary Law, legislation needs to be passed tonight to de-appropriate four million forty thousand four hundred dollars (\$4,040,400.00) from the City Income Tax Fund, as well as two hundred thousand one hundred dollars (\$200,100.00) from the Airport Fund. Otherwise, the City will be out of compliance. His Income Tax number is different than the number the Income Tax Administrator provided, a difference of approximately one million six hundred thousand dollars (\$1,600,000.00). Councilman Russel pointed out that a motion has been made to have a COMMITTEE OF THE WHOLE meeting, but that meeting cannot take place before this Ordinance is taken into consideration tonight. He asked if City Auditor Staschiak's intent is to have a meeting with Council on financial matters. City Auditor Staschiak replied that he will be happy to keep Council informed either through a COMMITTEE OF THE WHOLE meeting or through an APPROPRIATIONS COMMITTEE meeting. An APPROPRIATIONS COMMITTEE meeting is usually the first step where the Chair of that committee calls a COMMITTEE OF THE WHOLE meeting. Council needs to stay informed on what is happening and how much it has changed. For example, he predicts income tax receipts to be down to twenty-two million nine hundred forty-five thousand dollars (\$22,945,000.00) which is a drop of five million three hundred thousand dollars (\$5,300,000.00). The Income Tax Administrator had projected a drop of six million six hundred thousand dollars (\$6,600,000.00). The five million three hundred thousand dollar (\$5,300,000.00) difference in income tax directly impacts the General Fund by four million two hundred thousand dollars (\$4,200,000.00). There are other revenues (i.e. hotel/motel tax, recreation receipts, local government funds, user fees, interest earning, etc.) that total the amount of the adjustment of the General Fund at this time of five million dollars (\$5,000,000.00). Ohio Revised Code states that when receipts are dropping to an amount that exceed the City's appropriations, he is to file a certificate with the County. He is putting Council on notice that he will be filing that certificate tomorrow morning. In order for the City to be in compliance, this Ordinance will need to be passed tonight. The order is logistical in nature and governmental accounting is what it is, so from that aspect, the State Auditors want to make sure that de-appropriations are done prior to counting revenue, otherwise the City will be at risk and will likely receive a citation. Similar discussion had taken place in the past about four to five (4-5) years ago. Councilman Russel asked what threshold or percentage is given that requires filing this tomorrow and requiring the passage of the ordinance tonight versus a month from now. City Auditor Staschiak replied that the public deserves to know as well as Council, through the training sessions that are offered through the State where it is discussed in detail. If any subdivision of the Ohio Government exceeds their starting cash from January 1, which is a carry-over balance from the prior year, plus revenues projected by a fiscal officer by one penny, he has to file the certificate. The City cannot exceed revenues.

Ohio is one of the few states that do that mainly because of what happened in Cleveland back in the 1970s. Under Ohio Law, if your City is operating properly, they can never spend more than what they have. He feels the formula the State officials came up with is phenomenal.

Councilman Wobser asked Councilman Russel if he feels there is sufficient information to have a COMMITTEE OF THE WHOLE meeting over the City's entire financial situation. He pointed out that the filing date was pushed back and asked what date it was pushed back to. Mayor Muryn replied to July 15, 2020. Councilman Wobser asked if it would be better to wait to have a meeting until closer to that date when they will have a better look at the numbers. City Auditor Staschiak replied that he, Councilman Wobser and Mayor Muryn have been discussing this on a regular basis. Once the month is closed, he will be looking to see if he needs to make further adjustments all the way down the line throughout the year. It would be proper to have a meeting some time before the mid-year review. Withholding, individual, and business income tax filings provide receipts. The Income Tax Administrator projected business tax receipts to be down from the original projection at the end of last year of seven million dollars (\$7,000,000.00) and to be around two million dollars (\$2,000,000) which is still a five million dollar (\$5,000,000.00) difference in projected business profits in tax receipts on income tax. Individual tax has historically been a steadfast performer. If small business owners and independent contractors survive this and if tax revenues stay relative solid like they did through most of the recession, then through rule changes, between eight hundred thousand dollars to one million dollars (\$800,000.00-\$1,000,000.00) of income tax receipts will be forwarded until the July 15, 2020 deadline. The Income Tax Board report states the fund is down by just over six percent (6%). Based on actual receipts, the City is down just under eleven percent (11%) from year to year. When factoring in taxes that have been deferred so far to July this year, it is off between three to four percent (3-4%) from his estimate which is a strong position to be in based on where the City is at. If the City stays progressive, aggressive, and scrutinizes requests for expenditures on a case by case basis keeping suppressed by the numbers, the City should have a solid foundation getting through this year.

Councilman Russel noted that last year at the end of April, revenues were down four and seven tenths percent (4.7%) in income tax collections, but City Auditor Staschiak did not file the form then. City Auditor Staschiak is now stating the City is down seven percent (7%) with individual withholdings, which is down forty-four percent (44%) from the previous year, but his records state that withholding is above 2019 which is a testament that employees are still getting paid. If a penny is the threshold, this form would be filed more often. Last year, the City started explicitly slow, but did not do this readjustment. He asked why this needs to be done right now as an emergency or that the City will be out of compliance versus the same situation last year. City Auditor Staschiak replied that three to four (3-4) years ago, it was done. He normally generates revenue reports between eight to twelve (8-12) times a year, depending on what is happening with the revenue, but anticipates running them more this year. At no point in time last year did the City's cash carry forward, plus projected revenues, exceed the amount of money appropriated for the year. Three (3) or four (4) years ago, it did and he did a de-appropriation of the income tax at that time, so this is nothing new to Council since his tenure here with the City. Many de-appropriations have been done through Council. This year, this month, this moment, based on the projections he is required to do, the cash receipt (cash carry-over from last year) plus his projected revenues that have been adjusted by the information he is aware of today exceeds the funds appropriated this year in the two (2) areas on this Ordinance and need to be de-appropriated. Councilman Russel asked if they exceed or not exceed. City Auditor Staschiak replied the revenue does not exceed, but the appropriated funds exceed revenues that are available. His goal in projecting revenues is to be objective and not to be conservative or optimistic. One reason for the difference in revenue being one million six hundred thousand dollars (\$1,600,000.00) higher than what the Income Tax Administrator projection was because he does not have insight to some of information that the Income Tax Administrator is looking at, so he is using the information he has to be objective on the projected number. As he gets more information, he will adjust the number and may have to come back to Council to request more de-appropriations. As it stands, the Airport and the Income Tax Fund are over-appropriated.

Councilman Wobser noted that this Ordinance needs to be passed tonight, so if anyone else has any more questions about it, those should be brought forward now or during the legislation portion of tonight's meeting. This involves a large amount of money and is unusual in that it has not been done for a few years. Filed.

Findlay Municipal Court Activities Report – April 2020. Filed.

Hancock Regional Planning Commission Director Matt Cordonnier – City of Findlay Revolving Loan Fund Request for Appropriation

On May 1, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to The C&D Fern Café LTD in the amount of \$35,000.00. The funding will provide funds for working capital. The closing date for the loan has been set for June 5, 2020. Legislation to appropriate funds on an emergency basis in order to accommodate the timeline of the project and to accommodate the time sensitive needs of business and the bank involved in financing the project is requested. Ordinance No. 2020-053 was created.

FROM:	City of Findlay Revolving Loan Fund	\$ 35,000.00
TO:	C&D Fern Café LTD	\$ 35,000.00

Discussion:

Councilman Russel asked Director Cordonnier if he would provide some background information on this. Director Cordonnier (from the audience) replied that it is a microenterprise revolving loan fund for the Fern Café who requested thirty-five thousand dollars (\$35,000.00) in working capital. It is in response to being shut down due to COVID-19. It is important that the business owner gets the money as quickly as possible rather than having to wait six (6) weeks until the three (3) readings through City Council are done. Revolving Loan Fund (RLF) is money that originates through the United States Department of Housing and Urban Development (HUD) and then moves to the State and then on to the City of Findlay where the Hancock Regional Planning Office administers those funds to small businesses in the community.

Councilman Hellmann asked if this request will invite hundreds of companies in a similar situation to apply for these funds. Director Cordonnier replied that he does not know. Mayor Muryn has a press release to roll out a COVID-19 type loan for small businesses in the City of Findlay. It is his hopes that many businesses will take advantage of it. Councilman Hellmann asked if there are resources in the account. Director Cordonnier replied that there are resources and are looking at a smaller loan situation that Mayor Muryn will speak more about. The money is available and it is his hopes that local businesses will utilize it.

Councilman Russel asked if the RLF is restricted to businesses within the City or if it includes all of Hancock County. Director Cordonnier replied that there is a County RLF who provide loans in the County and City, but the City cannot loan funds outside the City of Findlay.

Mayor Muryn added that she and Director Cordonnier have been working with the Alliance and a number of business owners, over the last couple of weeks who reached out and asked what they can do to support small businesses that are struggling in our community. One idea that came out of those discussions was that there are funds in the RLF that can be utilized to encourage investment in the community and retention of businesses. Those funds are sometimes underutilized due to several reasons such as lack of knowledge on the availability, the cumbersomeness of the application, or because businesses do not have the resources to fill everything out and submit. The group approached the RLF Board, who just this morning approved the idea of a streamlined application focused on loans of up to ten thousand dollars (\$10,000.00). Typically, the RLF does not consider loans under five thousand dollars (\$5,000.00). The goal is not to use the full amount the City RLF currently has which is approximately six hundred fifty thousand dollars (\$650,000.00), but to push it out to businesses to apply for up to ten thousand dollars (\$10,000.00), interest free, for six (6) months with no longer than five (5) year terms with the intent they are catalytic investments into our community. They are primarily focused on working capital that recognize businesses as they are starting back up that may have to make adjustments to their environments to comply with social distancing, purchase additional cleaning supplies, etc. while the revenue is not catching up with the investment that they are making. There are Federal and State programs that are helping, but also want to help locally to ensure that they have working capital to get through this tough situation. The streamlined application will be available starting tomorrow through Hancock Regional Planning Commission (HRPC). It is her hopes that a lot of businesses will take advantage of it. Economic Development will be following up with anyone who submits an application and will offer to help them put together their cash flow plan and provide some resources from the State that are available and will also suggest they contact their utility companies to see if there are any discounts available. Those asking for assistance do not have to be a business expert, but are simply running a business. The City wants them to be successful and provide as much assistance to them as possible. She anticipates many more RLF requests will come through and asks Council to act as quickly as possible with the requests because time is of the essence with them as businesses are making decisions to continue to operate in our community. It is a great way for us to set ourselves apart and come along side our businesses. It also helps keep citizens stay employed, creates sales tax revenue and income tax revenue, and helps bolster the economy through this situation.

President of Council Harrington noted that City Auditor Staschiak and Councilwoman Warnecke both sit on the RLF Board. Councilwoman Warnecke attends those meetings and votes on all matters. She submitted a report from the last meeting that will be addressed later in tonight's meeting. Filed.

City Auditor Staschiak – summary financial reports

A set of summary financial reports for the prior month follows including:

- Summary of Year-To-Date Information as of April 30, 2020
- Financial Snapshot for General Fund as of April 30, 2020
- Open Projects Report as of April 30, 2020
- Cash & Investments as of April 30, 2020

Filed.

Safety Director Schmelzer – lane light project

The efficacy of the lights at the mid-block crossings on Main Street have been monitored and there have been multiple conversations with the contractor and equipment vendor over the past year in an attempt to determine the cause of intermittent issues. Testing has not determined a single issue and it is suspected to be a combination of product durability and installation. A settlement with the general contractor who installed the lights has been negotiated with the City retaining \$15,000 of the \$40,000 retainage on the project. \$15,000 will be used to purchase new lights for the system. The new lights will be installed by the City Traffic Department to ensure proper install and conformity with the City’s system. A new project number is being assigned for this phase of the project. An appropriation of \$15,000 into the project is necessary for equipment purchase order and to arrange for inspection. This work will likely be scheduled in the next month and a signed settlement statement is anticipated to be back from the contractor by the first meeting in June, at which point, passage of this ordinance will be needed. Ordinance No. 2020-054 was created.

Discussion:

Councilman Slough asked if there is any signage indicating the lights at the crossings are not working. Director Thomas replied no, there is not. The lights are not always not working. The lights are working the majority of the time. The majority of the time, they are working and only occasionally not work. Councilman Slough asked if there is a specific one that does not work at all. Service Director Thomas replied currently, there is not any that do not work at all. They are marked as a crosswalk and are still a legal crosswalk. Whether or not the crosswalk lights are working, pedestrians should always look before crossing the street. Just because the light is working does not mean someone should just cross the street without looking. There should be some personal judgment before crossing the street. Councilman Slough asked if there is any kind of liability on the City if a pedestrian walks out into the intersection and is hit by a vehicle and sustains any injuries. Law Director Rasmussen replied it would be difficult to do on a timing basis which is why the City wants to enter into a settlement agreement with approximately forty thousand dollars (\$40,000.00) of retainage of which fifteen thousand dollars (\$15,000.00) will be utilized to have the lane lights installed by City crews. It will just be lane lights. It has been narrowed down that way in order to get a settlement agreement executed.

Mayor Muryn pointed out that they are still legal crosswalks with or without the lights. The lights were working for awhile, then not working for awhile, sometimes activating too frequently and were being ignored. There has been a conflict of whose responsibility it is, so the City decided to just fix the lights themselves. There is no signage out saying they are being repaired. A few months ago, a camera was placed to watch the lights, but did not capture any issues. The City is continuing to keep an eye on them and are tweaking them as needed. After this, if they do not work, then they will go back to the drawing board.

Councilman Hellmann asked if they do not work and there is forty thousand dollars (\$40,000.00) retainage why the City is keeping fifteen thousand dollars (\$15,000.00). Mayor Muryn replied because that is the amount it will cost to repair or replace them.

Councilman Wobser is glad the City has come to a resolution on this. It is a legal crossing, so if someone is killed at a lighted crosswalk, it still is the individual driving the vehicle’s fault. He pointed out that there is a crossing just north of the bridge that has never had the lights installed and asked if the crosswalk lines will be taken out or if lights will be installed. Director Thomas replied at this point, no lights will be installed there. Depending on what development happens that side of the river will determine if lights will be installed at some point. It will have to be re-evaluated before doing so. Councilman Wobser asked if it will be left as is because of potential building/development down the road. Director Thomas replied that is correct. Filed.

Service Director/Acting City Engineer Thomas – Madison and Monroe sewer replacements project no. 35691700

By authorization of Ordinance No. 2019-013 AS AMENDED, a bid opening was held for these projects on April 14, 2020. Bids were received from two (2) potential contractors with bid amounts ranging from \$433,923.11 to \$467,012.50. The lowest and best bid was received from Helms and Sons Excavating, of Findlay, Ohio. \$45,000 was previously appropriated from the Sewer Fund to the project for design and startup. An appropriation for construction, inspection and contingency is needed to complete the project. Legislation to appropriate and transfer funds is requested. Ordinance No. 2020-055 was created.

FROM:	Sewer Fund	\$ 483,800.00
TO:	Madison and Monroe Sewer Replacements <i>Project No. 35691700</i>	\$ 483,800.00

Filed.

Service Director/Acting City Engineer Thomas – 2020 annual sewer televising program project no. 35600100

By authorizing of Ordinance No. 2020-006, a bid opening was held for this project on May 12, 2020. Bids were received from five (5) potential contractors with base bid amounts ranging from \$568,652.95 to \$1,002,490.77 and bids for alternate sections ranging from \$60,665.75 to \$107,450.06. The lowest and best bid was received from Diversified Infrastructure Services of Fond Du Lac, Wisconsin. Engineering would like to proceed with the base bid and all of the alternates since the contractor's bid is well below the estimate that was in the 2020 Capital Plan (\$750,000). \$1,000 was previously appropriated from Sewer Fund to the project for design and startup. An appropriation for construction, inspection and contingency is needed to complete the project. Legislation to appropriate and transfer funds is requested. Ordinance No. 2020-056 was created.

FROM:	Sewer Fund	\$ 680,100.00
TO:	2020 Annual Sewer Televising Program <i>Project No. 35600100</i>	\$ 680,100.00

Discussion:

Councilman Hellmann asked if this project could be postponed. Director Thomas replied that this is done every year. The dollar amount has been increased this year because there is an area in Findlay that has an issue with infiltration in the sewer where something in that area will have to be done to take care of it. He turned in a draft report to the EPA that they are reviewing that includes an area to be canvassed knowing that something will have to be done regardless with the hopes that it can be done cheaper because more needs to be televised. Seven hundred fifty thousand dollars (\$750,000.00) was estimated in the Capital Plan, so his request is quite a bit lower than the estimate. It has come in lower than the estimate the last couple of years, but he had asked for the full amount so that more could get done. He is not asking for extra this year. He is only asking for what needs done. He has been asked how long it will take to get all the sewers televised which is why some of the work has been contracted out. This will decrease that amount quite a bit and will get a large amount done all at once. He would like to see this move forward because it will benefit the City in the future.

Councilman Russel pointed out that this is a preventive maintenance effort that if not done, a break could occur at an inconvenient time. He asked if the reason for asking to have this go through is because of good pricing and what the City will gain from it. He asked what unit of measure will be accomplished with this. Director Thomas replied he does not know. The Ordinance does not have to be passed tonight. He will review the alternatives and figure out what the value and savings will be if it is reduced. When he requested this, he compared what he is asking (\$680,000.00) versus what was in the Capital Plan (\$750,000.00) and saw the savings there, but can look at the alternates and see what can be changed or cut out in order to bring the price down.

Councilman Wobser asked if the City has their own equipment to do this. Director Thomas replied the City does have its own truck and Sewer Maintenance employees that do this when they are not doing other things, but are not able to do so all of the time. The benefit with contracting it out is that these types of jobs are all that they do, and do it every day, so they can get a lot more done in a shorter timeframe. While City crews do a great job, contractors know the ins and outs, know the tricks, and can get set up faster because they are used to doing it over and over again. Councilman Wobser pointed out that this is being scoped this year and asked if any problems are found, if those areas would then be projects for next year. Director Thomas replied it would be projects for 2020-2023 depending on how many issues are found. Televising is how it is determined what areas need lined or replaced. It may be discovered that some properties have sump pumps hooked in and will need to be removed. This will be for projects in the future. Councilman Wobser asked if City crews could do the televising for the areas that are known problem areas figuring it would be somewhat cheaper using our own equipment and labor. Director Thomas replied that he is looking at the area inside of Blanchard Avenue on the north and Main Street on the west which is a large area. City crews can do the work, but may not get it all done this year and contractor can do it faster.

City Auditor Staschiak asked Council to think about what employees in the Sewer Department deal with on a daily basis. This is strategic and is important. Council is missing some guidelines towards strategic planning that are needed to help prioritize where Capital dollars and unappropriated funds should be spent. During the recession, communities spent a lot of time coming up with best practices for establishing and prioritizing capital guidelines for questions that are being asked tonight. It is a great gap for what is missing and is an important aspect that Council needs to consider.

Mayor Muryn added that she and Director Thomas discussed this earlier today and thought it would be beneficial to share what is in the large binder that is provided at budget time each year, but is not always followed up on. In it is a five (5) year Capital Improvement Plan for Water and Sewer Funds. As it moves forward, she will share what the plan is and how it compares to revenue. The Administration looks at the revenue and expenses for a three (3) year period to provide to Council on a more simplified format for a five (5) year period for review. The Administration made the one million four hundred thousand dollar (\$1,400,000.00) first cut off the Capital budget and will continue to evaluate how to cut back as needed and will get that to Council at the next meeting to show how this piece is important to the plan. If Council wants to pull this project, that is fine, but would prefer not to hold off on something that could cause bigger issues later.

Councilman Greeno pointed out that Director Thomas brought up an important factor on this with the inflow infiltration as it has a lot to do with overflows. The City has to cut out all of their overflows, so this project will help with the EPAs mandates and help eliminate some of the overflows the City has. Mayor Muryn added that what ends up happening from citizen impact perspective of those that have a sump pump or other ties from their home will end up getting that overflow back into their basements. There are some areas in Findlay where calls come from, even during non-flood events, of water coming into their homes asking what the City did to cause it. There is nothing the City did to cause it, but that infiltration occurs in their pipes and then they see the impact in their homes. The issue is not just water in the street, but is getting into homes as well. Filed.

Service Director/Acting City Engineer Thomas – Water Pollution Control Center press repairs

One of the presses at the Water Pollution Control Center is in need of repairs at a cost of \$27,353.10. This piece of equipment is eligible for repairs/replacement from the Equipment and Improvement Restricted Account. Legislation to appropriate funds from the Equipment and Improvement Restricted Account to be utilized to repair this press is requested. Ordinance No. 2020-057 was created.

FROM:	Sewer Fund Equipment and Improvement Restricted Account	\$ 27,353.10
TO:	WPC #25061000- <i>other</i>	\$ 27,353.10

Discussion:

Councilman Wobser noted that the first sentence of the letter for this was incomplete and asked if the press at the Water Pollution Control Center is broke and asked what happened to it. Director Thomas replied that one of the rollers broke which damaged the belt, so two (2) rollers and belts need replaced. He is not asking for this to come out of the Sewer Fund, but to come out of the fund that is set up strictly for repairs. The department has enough in their operating budget to replace this if they need to, but it will take all of that fund for the rest of the year to do so and odds are something else will end up breaking and then there would not be funds to cover it. If something else breaks later and is not on the list, he cannot use this fund and would have to come back to Council and ask for more money. This fund is set up for this type of situation and is not used often. If it is used now, it will free up money elsewhere. There are four (4) presses. Three (3) are needed to operate, so this is a spare. Parts will take ten (10) weeks to arrive from the time they are ordered to when it arrives. If Council waits to pass this after all three (3) readings, that will be a month and a half before he can order it, then ten (10) more weeks until parts arrive, so approximately four (4) months until it is fixed. Filed.

Service Director/Acting City Engineer Thomas – ODOT Aviation Grant Airport Beacon and Windsock project no. 35284600

An appropriation of funds ordinance has already been adopted for this project, but that ordinance did not include authorization for the Service Director to enter into a contract or contracts in order to complete the project. To correct the error, legislation is needed to accept bid results and to authorize the Service Director to enter into a contract or contracts as needed. Ordinance No. 2020-059 was created. Filed.

Mayor Muryn – U.S. Department of Justice Coronavirus Emergency Supplemental Funding Program

Funding is available to the City of Findlay from the U.S. Department of Justice under the Coronavirus Emergency Supplemental Funding Program. This funding may be used to cover coronavirus related costs such as: overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers. The eligible allocation for the City of Findlay is \$37,181 and may be used during a two-year period beginning January 20, 2020. The application for this funding is due on May 29th so an ordinance authorizing the grant application would need to be approved by the May 19th Council meeting. Legislation authorizing the Mayor to apply for the grant and to sign any applicable grant agreements or required documents for this funding. Ordinance No. 2020-060 was created. Filed.

Service Director/Acting City Engineer Thomas – salt barn structure, project no. 31972900

During a meeting that was held earlier this year to discuss the 2020 Capital Improvement Plan, Councilmembers voiced some concerns on the proposed location of a new salt barn. The City Engineering and Street Departments are looking at other possible locations, so the project has been put on hold for now, so some of the funds previously appropriated to the project can be de-appropriated so that they can be used on other projects. Since the funds had previously been appropriated from the General Fund, the de-appropriation will return the funds to the General Fund. In two (2) other letter, Service Director Thomas will be asking that a portion of the returned funds be appropriated to three (3) separate projects. The decline in tax revenue is causing the funds in the Capital Fund to accumulate slower than a typical year. If a portion of the returned funds are transferred, the net effect would be an increase in the General Fund of \$147,500. Legislation to de-appropriate funds is requested. Ordinance No. 2020-058 was created.

FROM:	Salt Barn Structure <i>project no. 31972900</i>	\$ 522,500.00
TO:	General Fund	\$ 522,500.00

Discussion:

Councilman Russel asked for an explanation of what this is. Director Thomas replied that this request is tied into two (2) other requests. Tax revenues are not coming in as planned which affects the Capital Plan and how money is coming into the Capital Fund. The CR 236 project includes ODOT grant money that is another TAP project which is on the same timeframe as the Blanchard/Lincoln project. He is to have signed contracts to ODOT by the end of the month to keep everything moving. If it doesn't keep moving, they will pull the grant money from the City. There are enough capital funds for the Blanchard/Lincoln project, but is short approximately two hundred seventy-five thousand dollars (\$275,000.00) for the 236 project. Due to some concern of the location of the salt barn, it is on hold. Money was already appropriated for it, so he is now asking to de-appropriate a portion of it. When it was appropriated to it, it came from the General Fund and not from the Capital Fund, but does not go back into the Capital Fund and goes back to the General Fund. He would like to utilize two hundred seventy-five thousand dollars (\$275,000.00) from this de-appropriation to go towards the 236 project plus what is left in the Capital Fund which will be the City's share of that project. He is also asking for an additional one hundred thousand dollars (\$100,000.00) of this de-appropriation to go to the street preventative maintenance and sidewalk programs. The City Street Department fixes curbs, potholes, and sidewalks. He tries to take money out as the year goes along so not to tie all of it up at once. There currently is approximately seventy thousand dollars (\$70,000.00) left. With the way projects are lined up now, the majority of the June allocation is going to have to be used for the Engineering Street Paving that is bid out every year. He will not be able to provide additional funds until the end of July/beginning of August at the earliest and will need it before then which is why he is asking for money now to be able to utilize it now so that they can continue with projects. He is proposing to return five hundred twenty-two thousand five hundred dollars (\$522,500.00) to the General Fund and utilize three hundred seventy-five thousand dollars (\$375,000.00) of that for the other projects he just mentioned with a net gain to the General Fund of one hundred forty-seven thousand five hundred dollars (\$147,500.00). This de-appropriation and the other two (2) appropriations from this de-appropriation will keep projects moving and give some back to the General Fund that was not there before. It will not fund a department for six (6) months, but will be some money in there to help. It is a win-win for everyone. Filed.

Service Director/Acting City Engineer Thomas – ODOT FY20 Resurfacing, Project No. 32884500 HAN CR 236-0.00 (PID100184)

By authorization of Ordinance No. 2020-014, a bid opening was held for this project on May 14, 2020. Bids were received from six (6) potential contractors with bid amounts ranging from \$1,903,496.55 to \$2,245,576.27. The lowest and best bid was received from Helms and Sons Excavating of Findlay. \$100,000 was appropriated to the project for survey, design, easements and startup. An appropriation for construction, inspection and contingency is needed to complete the project. This is one of the projects that was mentioned in the Salt Barn de-appropriation letter where it is requested to use some of the de-appropriation funds on. In order to keep the project on schedule, Engineering must sign the contract packages to ODOT by the end of May. Since the schedule must be maintained in order to use the grant funds, this project cannot wait for the May allocation to be made into the Capital Account. In order to maintain the project timeline, Council's consideration to pass the accompanying legislation at the May 10th Council meeting is needed. Legislation to appropriation and transfer funds is requested. Ordinance No. 2020-061 was created.

FROM:	ODOT	\$ 1,136,451.00
TO:	ODOT FY20 Resurfacing, <i>Project No. 32884500</i> ; HAN CR 236-0.00 (PID100184)	\$ 1,136,451.00
FROM:	CIT Fund – Capital Improvement Restricted Account	\$ 590,000.00
TO:	ODOT FY20 Resurfacing, <i>Project No. 32884500</i> ; HAN CR 236-0.00 (PID100184)	\$ 590,000.00
FROM:	General Fund	\$ 275,000.00
TO:	ODOT FY20 Resurfacing, <i>Project No. 32884500</i> ; HAN CR 236-0.00 (PID100184)	\$ 275,000.00

Filed.

Service Director/Acting City Engineer Thomas – 2020 Street Preventive Maintenance, Project No. 32800200; 2020 Sidewalk/Accessible Ramps, Project No. 32801700

These projects are for maintenance work on the streets and sidewalks/ramps that are done by the Street Department. In order to not tie up all the funds at the beginning of the year, funds are requested to be added into the project throughout the year so that departments can continue to do the work as the weather allows. The City of Findlay Street Department needs additional funds to continue doing street repairs and fixing sidewalks/ramps. These are the other two (2) projects mentioned in the Salt Barn de-appropriation letter requesting de-appropriated funds to be used for. Ordinance No. 2020-062 was created.

FROM:	General Fund	\$ 100,000.00
TO:	2020 Street Preventive Maintenance, <i>Project No. 32800200</i>	\$ 90,000.00
TO:	2020 Sidewalks/Accessible Ramps, <i>Project No. 32801700</i>	\$ 10,000.00

Filed.

Service Director/Acting City Engineer Thomas – Rehabilitate Taxiway A (Taxiway A4 to A6) Project No. 35293400

By authorization of Ordinance No. 2020-043, a bid opening was held for this project on May 14, 2020. Bids were received from two (2) potential contractors with bid amounts ranging from #383,329.00 to \$428,262.50. The lowest and best bid was received from Henry W. Bergman, Inc. of Genoa. This project would normally be funded at ninety percent (90%) by the annual FAA Grant allocation, but the FAA will be using CARES Act funds to fund the project at one hundred percent (100%). This grant will also reimburse for the inspection services provided by the airport consultant during construction. Legislation to accept bids so that it can be included with the FAA Grant application is requested. Ordinance No. 2020-063 was created. Filed.

COMMITTEE REPORTS:

The **STRATEGIC PLANNING COMMITTEE** met on May 5, 2020 to discuss the scope of work for Baker Tilley.

City Auditor Staschiak moved to approve the scope of work in question, seconded by Councilman Palmer. For: Councilman Palmer, City Auditor Staschiak, Councilman Wobser. Against: Councilman Hellmann, Mayor Muryn, Councilman Russel, Councilman Shindledecker. Motion fails.

Discussion:

Councilman Wobser explained that this has some ramifications for the STRATEGIC PLANNING COMMITTEE. The discussion is all of the second page of the report. This was a scope of work that was outlined by the Mayor, Auditor, and Councilman Wobser to start the STRATEGIC PLANNING COMMITTEE which was focused on the financial aspects of strategic planning with the City. The three (3) of them scaled this back to get it to a point where it would be palpable given the fact that the City's revenues have declined, but at the time of this meeting, it was expected to come in between five to forty thousand dollars (\$5,000.00-\$40,000.00). It was not known that less than twenty-four (24) hours later that Baker Tilley would come back and charge the City fifteen thousand dollars (\$15,000.00) to complete the scope of work. This is the first step in getting the City moving in the right direction for a strategic plan that would help the City know what to do and provided long-term planning in the City's Water and Sewer Departments. The STRATEGIC PLANNING COMMITTEE is essentially done, but items may come up that may fall under the scope of work that would most likely fall under the APPROPRIATIONS COMMITTEE.

Councilman Wobser moved to accept Baker Tilley's \$15,000 offer to allow them to complete the City's scope of work and keep the strategic plan moving forward. President of Council Harrington called for a point of order stating that at this point, it is to approve a committee report. If looking to amend the committee report, he will need to consult Law Director Rasmussen to find out if that is allowable or not. Councilman Wobser replied that he is not looking to do that. President of Council Harrington noted that if it is a motion outside of the committee report, it would be something that should take place during the UNFINISHED BUSINESS portion of tonight's meeting. He asked Law Director Rasmussen if that is correct. Law Director Rasmussen replied that is correct.

Councilman Russel moved to adopt the committee report, seconded by Councilman Palmer. All were in favor. Filed.

The **REVOLVING LOAN FUND (RLF) Board** held a virtual meeting on May 1, 2020. The owner of The Fern restaurant was applying for a \$35,000 working capital loan. The loan was approved by the board.

President of Council Harrington pointed out that this report does not require any action by Council in the form of a committee report. It is for information only. It is being determined where it should go on the agenda. The next item is similar and may appear in another area within the agenda the next time one is submitted such as WRITTEN COMMUNICATIONS. Filed.

The **DOWNTOWN FINDLAY IMPROVEMENT DISTRICT (DFID)** held a Zoom meeting on May 6, 2020.

- The board expressed appreciation on behalf of downtown restaurants for waiving of the outdoor dining fees.
- In April, the DFID received the first half of annual its revenue (approximately \$32,000) from property tax assessments. These funds are the only source of revenue for the DFID.
- Cleaning and maintaining efforts that are paid for by the DFID and performed by Pleasant View Lawn & Landscape Inc. started in April; will increase to 2x per week (Monday & Thursday) in May; mulch will go down in mid-May.
- Hanging flower baskets will be hung after Memorial Day and stay through the end of September; all costs are born by the DFID.

Filed

PLANNING & ZONING COMMITTEE meeting minutes to rezone 0 Midland Avenue (parcel #610000330200) from R2 Single Family Medium Density to R4 Duplex/Triplex High Density Residential District.
We recommend tabling the request.

Councilman Russel moved to adopt the committee report, seconded by Councilman Shindledecker. All were in favor. Filed.

LEGISLATION:

RESOLUTIONS: none

ORDINANCES:

ORDINANCE NO. 2020-033 (*Airport hanger lease agreement*) **requires three (3) readings** **tabled after second reading on 4/7/20**

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

ORDINANCE NO. 2020-045 (*701-807 Adams St/700-714 Putnam St rezone*) **requires three (3) readings** **third reading - adopted**

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 701-807 ADAMS STREET, AS WELL AS 700-714 PUTNAM STREET REZONE) WHICH PREVIOUSLY WAS ZONED "M2 MULTIPLE FAMILY RESIDENTIAL DISTRICT" TO R4 DUPLEX/TRIPLEX HIGH DENSITY RESIDENTIAL DISTRICT.

Councilman Slough moved to adopt the Ordinance, seconded by Councilman Palmer. Ayes: Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-045 and is hereby made a part of the record.

ORDINANCE NO. 2020-046 (*Blanchard St & Lincoln St bike lane/shared lanes*) **requires three (3) readings** **third reading - adopted**

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

Councilman Slough moved to adopt the Ordinance, seconded by Councilman Haas.

Discussion:

Councilman Wobser asked if any additional feedback from the public has been received on this project. Mayor Muryn replied nothing recently.

Councilman Shindledecker has been opposed to this project since the beginning and was disappointed last fall when it was approved without removing the emergency clause on it in order to give constituents the opportunity to file a referendum, but that attempt failed. There was a considerable opposition from the public on this. With the virus, the odds of anyone filing a referendum has most likely lessened. He would like to amend this ordinance to remove the emergency clause.

Councilman Shindledecker moved to amend the ordinance to remove the emergency clause. No second to the motion. Motion defeated.

Motion to adopt:

Ayes: Haas, Hellmann, Niemeyer, Palmer, Russel, Slough, Warnecke, Greeno. Nays: Shindledecker, Wobser. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-046 and is hereby made a part of the record.

ORDINANCE NO. 2020-051 (*farmland lease*) **requires three (3) readings** **first reading**

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

Discussion:

Councilman Hellmann asked if there is a need to expedite this approval. Director Thomas replied not because it is for 2021. Council recently passed legislation to farm the farmland at the airport for the remainder of this year because of the issues the City had with the previous owner not paying the rent. That was just for one (1) year for 2020. That agreement has already been signed. In order to keep it on the same cycle as the rest of the farmland, all three (3) parcels are being bid at the same time for 2021-2023.

First reading of the Ordinance.

ORDINANCE NO. 2020-052 (*Ohio Budgetary Law, de-appropriation of funds*) **requires three (3) reading** **first reading - adopted**

AN ORDINANCE DE-APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Greeno. Ayes: Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Wobser. Ayes: Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-052 and is hereby made a part of the record.

ORDINANCE NO. 2020-053 (*C&D Fern Café LTD RLF*) **requires three (3) readings** **first reading - adopted**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

Councilwoman Warnecke moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Hellmann. Ayes: Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Palmer. Ayes: Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Palmer. Abstain: Niemeyer. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-053 and is hereby made a part of the record.

ORDINANCE NO. 2020-054 (*lane light project*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

First reading of the Ordinance.

ORDINANCE NO. 2020-055 (*Madison and Monroe sewer replacements*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

First reading of the Ordinance.

ORDINANCE NO. 2020-056 (*2020 annual sewer televising program*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

First reading of the Ordinance.

ORDINANCE NO. 2020-057 (*Water Pollution Control Center press repairs*) **requires three (3) readings** **first reading - adopted**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Shindledecker. Ayes: Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Greeno. Ayes: Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-057 and is hereby made a part of the record.

ORDINANCE NO. 2020-058 (*salt barn structure*) **requires three (3) readings** **first reading - adopted**
AN ORDINANCE DE-APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Hellmann. Ayes: Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker. Nays: Slough. The Ordinance received its second and third readings. Councilman Palmer moved to adopt the Ordinance, seconded by Councilman Hellmann. Ayes: Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-058 and is hereby made a part of the record.

ORDINANCE NO. 2020-059 (*ODOT Aviation grant Airport beacon and windsock*) **requires three (3) readings** **first reading - adopted**
AN ORDINANCE REPEALING ORDINANCE NO. 2020-038 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, AND IN ITS PLACE, ENACTING THIS ORDINANCE TO ACCEPT BIDS AS RECEIVED AND AUTHORIZE THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT OR CONTRACTS AS REQUIRED FOR THE OHIO DEPARTMENT OF TRANSPORTATION AVIATION GRANT AIRPORT BEACON AND WINDSOCK PROJECT NO. 35284600, AND DECLARING AN EMERGENCY.

Discussion:

Councilman Hellmann asked if the FAA Board is paying the City's ten percent (10%) match. Director Thomas replied no. This is to fix an error. The funds have already been appropriated. The previous ordinance for it was missing a couple of words, so this Ordinance corrects that.

Councilman Russel pointed out that the Ordinance states that it is repealing Ordinance No. 2020-038, but that the agenda lists the Ordinance No. as 2019-038.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Hellmann. Ayes: Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Haas. Ayes: Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-059 and is hereby made a part of the record.

ORDINANCE NO. 2020-060 (*Coronavirus Emergency Supplemental Funding Program*) **requires three (3) readings** **first reading - adopted**
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR THE SERVICE DIRECTOR OF THE CITY OF FINDLAY, OHIO TO APPLY FOR THE U.S. DEPARTMENT OF JUSTICE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM, AND IF AWARDED, ENTER INTO AN AGREEMENT OR AGREEMENTS FOR SUPPLEMENTAL FUNDING TO BE USED FOR CORONAVIRUS RELATED COSTS, AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Slough. Ayes: Hellmann, Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas. The Ordinance received its second and third readings. Councilman Wobser moved to adopt the Ordinance, seconded by Councilman Greeno. Ayes: Niemeyer, Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-060 and is hereby made a part of the record.

ORDINANCE NO. 2020-061 **requires three (3) readings** **first reading - adopted**
(*ODOT FY20 Resurfacing, Project No. 32884500 HAN CR 236-0.00 (PID100184)*)
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Niemeyer. Ayes: Palmer, Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Hellmann. Ayes: Russel, Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-061 and is hereby made a part of the record.

ORDINANCE NO. 2020-062 **requires three (3) readings** **first reading**
(*2020 Street Preventive Maintenance, Project No. 32800200; 2020 Sidewalk/Accessible Ramps, Project No. 32801700*)
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

First reading of the Ordinance.

ORDINANCE NO. 2020-063 **requires three (3) readings** **first reading - adopted**
(*Rehabilitate Taxiway A (Taxiway A4 to A6) Project No. 35293400*)
AN ORDINANCE ACCEPTING BIDS AS RECEIVED FOR THE REHABILITATE TAXIWAY A (TAXIWAY A4 TO A6), PROJECT NO. 35293400, AND DECLARING AN EMERGENCY.

Councilman Russel moved to suspend the statutory rules and give the Ordinance its second and third readings, seconded by Councilman Slough. Ayes: Shindledecker, Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel. The Ordinance received its second and third readings. Councilman Slough moved to adopt the Ordinance, seconded by Councilman Wobser. Ayes: Slough, Warnecke, Wobser, Greeno, Haas, Hellmann, Niemeyer, Palmer, Russel, Shindledecker. The Ordinance was declared adopted and is recorded in Ordinance Volume XXI, Page 2020-063 and is hereby made a part of the record.

UNFINISHED BUSINESS:

OLD BUSINESS:

Councilman Wobser moved to accept Baker Tilley's scope of work and offer of fifteen thousand dollars (\$15,000.00) to start the first leg of the strategic plan for the City of Findlay, seconded by Councilman Palmer.

Discussion:

Councilman Hellmann asked if the fifteen thousand dollars (\$15,000.00) includes what was already proposed. Councilman Wobser replied it includes everything that is on the committee report and was discussed at the last City Council meeting. He had sent the revised scope of work that the Mayor, City Auditor and he put together. The revisions cut out certain sections that they all agreed needed to be removed and scaled it down which is when Baker Tilley came back with the fifteen thousand dollar (\$15,000.00) price.

Councilman Russel asked Law Director Rasmussen if Council's vote on this motion is all that is needed for the City to go forward with Baker Tilley and pay their fifteen thousand dollar (\$15,000.00) fee or if a COMMITTEE OF THE WHOLE meeting needs to take place and if it will require legislation. Law Director Rasmussen replied that Council's vote will trump the committee report, but is something for legislation. Councilman Wobser noted that amount has already been budgeted and appropriated. One hundred thousand dollars (\$100,000.00) had initially been appropriated for this, but has been scaled back. Law Director Rasmussen replied that since funds have already been appropriated for this, it can be done by motion.

President of Council Harrington reminded Council that a motion and a second for this has already been made.

City Auditor Staschiak added that Councilman Wobser has already shared with the rest of Council the information that came from Baker Tilley. They have already started one item with the City in good faith. In that area, it mentions that the City has a weak five (5) year dollar cash balance against our revenues. In another words, the City's funds are declining as a percentage of revenues. That has also been noted by the State Auditor. It has also been noted by the State Auditor that the City's de-appreciation has increased significantly. That is a finding that needs to be discussed. The draft document that was circulated with the committee report indicates that the purpose of this is to develop a rating matrix that outlines the client's economic, financial, managerial, and debt related credit factors. They are critical factors particularly with utility funds. Also, to provide project evaluation criteria to be utilized with the client's economic development projects and annexation projects. Such criteria will assist the City Administration and Council with an application review and approval of economic development projects and also annexations that the City has no process for or considerations of at this point. Also, to review existing policies and procedures and methodology with revenue and expense projections, debt management and capital planning. Nothing could be more important during the pandemic crisis than the financial burden that is being put on the City right now. Also, to discuss the purpose of the debt policy, reserve policy, as well as considerations for various debt related factors that could be incorporated into the policy scope. The City would be hard pressed to come up with factors on it on their own when expertise can be provided by Baker Tilley. He is one hundred percent (100%) in support of this and is also one hundred percent (100%) in support of planning when someone is in a crisis. Baker Tilley is a solid fiduciary of the City of Findlay. They represent the interest of the community from West Park to the downtown, from Tiffin Avenue to the industrial parks, from 15 south where the retirement communities are to the north to the corporate and industrial facilities. They provide an objective third party look that is beneficial to the entire City. The City cannot get a better bank for their buck or a more objective look from a company that has the credibility of working with communities that have dealt with billions of dollars of debt within the state of Ohio. They know what they are doing. The City could not have a better company to work with than the number one (#1) micropolitan company in the United States. They do well more than what the dollars speak for.

Councilman Shindledecker noted that fifteen thousand dollars (\$15,000.00) is a lot more palpable figure than the amounts the City had dealt with in the past, but he still feels this is putting the cart before the horse. His interpretation of what strategic planning is, is to plan what Council would like to see the City become in the future. Some have suggested that the City needs another parking garage in the downtown area and if so, it may be a collaborative project between the City, County, and/or economic development. Another item may be a revised or new swimming pool and asked if that would involve anyone from the State of Ohio. The idea of strategic planning is for Council to take a look at what they think they would like and then look at the way to finance it. He would prefer to engage an organization to assist with the strategic planning. For example, the City's swimming pool. He asked if it needs repaired or if a new one needs built. If a new one, where it should located at, should it be a water park. It should be researched which communities of our size have been successful with a water park project and which ones have not. He would prefer to spend money on a consultant to help with a strategic plan than adapt financing. He is unsure if Baker Tilley is the correct company to do that or not, but feels Council is putting the cart before the horse.

Councilman Hellmann concurs with Councilman Shindledecker and appreciates what Councilman Wobser has done with the committee and also appreciates what City Auditor Staschiak has said. He asked if this were to move forward if the intent of the committee is to do the strategic planning piece and the development of the City as a second phase. Councilman Wobser replied that is correct. It is like the three (3) legs of a stool in that this would be the first leg. The City can utilize Baker Tilley to find a consultant that will do what Councilman Shindledecker wants which is to look at what the City can build later on.

Councilman Hellmann asked Mayor Muryn if she concurs with this recommendation and the discounted price Baker Tilley is offering. Mayor Muryn replied that she is a little surprised that this was brought up tonight because they were a little reluctant with it, but were all on the same page. She believes that financial planning is essential to run any good organization. She is very supportive of doing that long-term, but does not think right now is the appropriate time to spend money on this. There are a couple of cautionary items that have been there for awhile and can move forward on doing some of those things that have been identified internally. The City is in a strong financial position. In fact, the City is sometimes used as an example on the way to operate a city, especially on the financial side. Right now, there are many other things that the City should be putting their focus, energy, resources, and attention on. This was not a priority, but she is happy to have the conversation. Her preference would be to revisit this with the STRATEGIC PLANNING committee because that is where the discussions have taken place and is who should give a recommendation back to Council. The committee's last recommendation was to hold off and get their ducks in a row and talk about the big picture items that we want to see and be able to get the financial piece of it out later this year when it is better known what the City's economic state looks like and then look at it next year. It is something that has been looked at for awhile now, so she does not understand the urgency of it now.

Councilman Russel echoed Councilman Shindledecker's statements in that the STRATEGIC PLANNING committee was formed to gather information and make recommendations back to Council. That committee has met for the last year and a half and has made a couple of recommendations to Council, one being tonight about the price. He does not feel Council should move forward regardless of the price. The committee has made the recommendation to Council with Council responding to the committee suggesting to not move forward with it. Saying no to Baker Tilley now does not seem to be important now, nor something that should be done down the road, but the financial strength of the City is extremely important with Baker Tilley helping the City down the line. Getting further into the fiscal year, the timing of this seems more appropriate for next year. He does not believe that during a fire is the time to design a fire exit, so in similarity to that, this is not the time to design a scope of work for the City. The Mayor and City Auditor will move the City towards some of the common goals everyone agrees to for a better fiscal year. They will be working with the APPROPRIATIONS COMMITTEE and Councilman Wobser. Council is saving the City four thousand dollars (\$4,000.00) by not renewing the National League of Cities membership. The COVID situation makes it more appropriate to look at doing this internally instead and setting up a firm foundation to look into assistance from Baker Tilley in the future.

Councilman Wobser appreciates Councilman Russel and Councilman Shindledecker's comments. The STRATEGIC PLANNING committee is doing this for the future. It is not something for today because today has already been taken care of. The City is in the position it is in today because of the previous Administration and previous Council's decisions that allowed for a General Fund that carried over an eight million dollar (\$8,000,000.00) balance and will allow the City to weather this storm. The reason the City needs to put this into place and get it started is so that it will continue to happen in the future. Strategic planning is always about the future and where the City is going. Future Administration teams and future Councils will continue to make solid decisions, but cannot rely on them to always make the best decisions. What Baker Tilley is proposing will allow the City to put in guardrails that make sure that the City will be able to continue to run like it is running today. The City is in good shape.

Motion to accept Baker Tilley's scope of work and pay them their fifteen thousand dollar (\$15,000.00) fee:

Ayes: Greeno, Haas, Palmer, Wobser

Nays: Hellmann, Niemeyer, Russel, Shindledecker, Slough, Warnecke

Motion is defeated.

NEW BUSINESS:

Councilman Russel noted that he has received more than one request to purchase or rent the City's property (former Hochstettler building). Council discussed the request to lease the City's farmland, so renting/leasing City property is something that has been done before. He asked Council what their thoughts are on leasing out the former Hochstettler building that is now owned by the City and what permitted uses the City would allow and not allow. Councilman Slough asked what it currently is zoned as. Councilman Russel replied he assumes it would be part of the downtown district which would allow an office type setting. One of the individuals who approached him would like to utilize it for a fitness facility. Councilman Slough feels it would be a great idea to rent/lease the building out, but should allow other individuals the opportunity to utilize it. It is possible that Dietsch Bros next door may want to expand their business and utilize it. If Council decides to rent/lease it out, it should be opened to the public to decide if they want to utilize it. Councilman Russel replied that if Council is open to renting/leasing the area, it would go out to bid similar to how the farmland was put out to bid where the public would have an opportunity to bid on it. Councilman Haas replied it is zoned C2 General Commercial District. President of Council Harrington asked what its current use is. Councilman Russel asked Law Director Rasmussen what the process would be if Council wants to rent/lease it out and what permitted uses the City would allow. Law Director Rasmussen replied there would need to be discussions about usage and any restrictions the City wants on it. There will have to be some regulations on what goes in there via a proposal that would be awarded to the best bid. Mayor Muryn added that if Council is interested in doing this, she will check into what other communities have done that have rented/leased their properties and what their legislation looked like and move it forward.

Councilman Wobser informed Council that he and Mayor Muryn sit on the board of directors for Raise the Bar for Hancock County. He read the definition of what the board is:

Raise the Bar (RTB) is a partnership of education, business, social services and community leaders focused on aligning the learning system with the needs of the business community, to support economic growth and a high quality of life for the workforce in Findlay-Hancock County.

The organization helps kids get a good idea of what they want as a career earlier in the education system and not wait until their senior year of high school. Trisha Valasa is the new manager for RTB. She is from the University of Findlay where she was the co-founder of the Center for Civic Engagement. She replaces Laurie Zydonik who was with RTB for approximately four (4) years and is now moving on to work with Marathon.

Councilman Greeno: WATER AND SEWER COMMITTEE meeting on May 21, 2020 at 4:30pm via zoom.

City Auditor Staschiak noted that as an unintended result of STRATEGIC PLANNING not going forward with the recommendation, Council will see a lot more of him this year. The Water Fund consists of an unappropriated cash balance of almost ten million dollars (\$10,000,000.00) for the last few years to just over two million dollars (\$2,000,000.00) this year which is significantly below what would be considered a best practice by an updating measure. A minimum balance would be four million dollars (\$4,000,000.00) in which the City is significantly below that amount. With that being said, he would like to request to go to next month's WATER AND SEWER COMMITTEE meeting to discuss a minimum balance funding for the Capital Equipment Restricted Account from the Sewer and Water Funds or the possibility of creating one. What concerns him most about the Water Fund is that the balance is that low and are not even half way through the year. Sewer expenditures need to be monitored as well because it will drop very quickly. The revenue amounts he submitted to the County were down due to adjustments to the Water Fund which were based on current collections. That area is not an urgent matter to address as the current cash balance to the Water Fund.

Councilman Russel asked to go back to the subject of the former Hochstettler building. He asked for a raise of hands by Councilmembers of who would be in favor and who would be against renting/leasing that building. Ayes: Greeno, Haas, Niemeyer, Russel, Palmer, Shindlecker, Slough, Warnecke, Wobser. Nays: Hellmann. Councilman Russel asked if an Ad-Hoc Committee should be formed to address this or if the Administration should address it. President of Council Harrington suggested putting it before the APPROPRIATIONS COMMITTEE. Councilman Wobser replied it is not an APPROPRIATIONS COMMITTEE item. Money will not be assigned to it. Mayor Muryn feels it would be a topic for the STRATEGIC PLANNING Committee. She would be happy to put together some information collected from what other communities have done in a similar situation. She suggested an early June meeting. Councilman Russel pointed out that the timeframe by someone that approached him about it was early August, so it would need to get out to bid relatively quickly. He feels it would be best handled by the Administration who can come back to Council with their plan and move forward with legislation to put it out to bid. Councilman Wobser agrees with Councilman Russel in that it is similar to the farmland property where bids can be submitted for those that want to rent it from the City. While it is a building and not farmland, the process should be about the same. Councilman Slough is in agreeance with Councilman Russel and Councilman Wobser in that Council or the Administration needs to come up with perimeters in order to make that property inhabitable by a business. If the individual that is going to lease it from the City is going to do those improvements that is one thing, but if the City is going to do it, everything needs to be spelled out. Councilman Hellmann asked Councilman Russel when he mentioned working with the Administration on this if that is similar to an Ad Hoc Committee. He asked if the suggestions Councilman Slough made could be addressed with Mayor Muryn and the City Law Director. Councilman Russel replied that the Administration could handle it as well as an Ad Hoc Committee of Council with a lot less overhead. Council's view on it would be what would represent the citizens and what would be an acceptable use of it. Council may not have enough expertise on what can go into the building. He is shying away from an Ad Hoc Committee on this and feels the Administration can probably handle it better. President of Council Harrington reiterated that there has not been a request for an Ad Hoc Committee. It has been suggested that the Administration come back with a recommendation on what will happen and Council will then consider it and it can go to a committee if necessary.

Councilman Russel pointed out that after the last City Council meeting, he sent an email out looking for feedback on areas to cut back on Council's budget. He asked Council if they want to proceed with those recommendations. Councilman Wobser replied that his only concern is that there be funds available to take care of any updates needed for televising/livestreaming future City Council meetings. The decision has been made not to conduct the meetings virtually, but he would like to revisit that in case the situation arises that meetings should be conducted virtually such as another spike in the pandemic. Other meetings are done virtually, but not City Council meetings. Councilman Russel asked if the Administration has developed a process of what needs done to conduct and produce City Council meetings to the media. Mayor Muryn replied that at this point, she would prefer that Council do a separate de-appropriation request because it will be done in phases. She suggested Council go ahead and make some of the bigger changes they want to do now. She will approve all of the equipment that is needed to continue to streaming Council meetings so that all funds to do so have been expended and are in place to do so. Councilman Russel asked Mayor Muryn if Council will be able to streamline their own meetings instead of borrowing from various partners. Mayor Muryn replied that it is not something the Administration has looked further into. The concern is that the sticker price may look low, but when there are large numbers of people involved, it gets pricey quickly. Since there has not been a lot of individuals reaching out in concern, it has been available for streaming. Some money can be set aside for it if Council wants to, but the Administration has not pursued that option further. Councilman Wobser noted that if the number of individuals that want to be involved with a streamlined meeting, it could be pricey to conduct it that way. He asked if City Council meetings could focus on Councilmembers and the Administration that want to take part in the meeting and those that could not be present would still abide by State Laws if streamlined. He asked if that is possible without involving Zoom or involve Zoom at a lower amount within a decent price range. For example, if someone is not feeling well and cannot make a meeting, he/she could watch the meeting and be involved without physically being there. Mayor Muryn replied that the Administration could look at making some adjustments such as the sound quality is there a consistent connection. With Zoom, when one person drops off, the meeting has to stop the meeting and wait until they rejoin. If someone is having a bad internet connection, it could be a problem. The Administration can look into more options, but have not pursued the Zoom option further.

Councilman Russel noted that last Friday was the last day for Elaine being at Main Street Deli. She has owned the Main Street Deli for twenty-five (25) years. He first ran into her during a Gus Macker weekend many years ago. If Findlay somehow needed food, Elaine was somehow involved. After twenty-five (25) years, she is going to do something else. Her departure will be a great loss for those who loved her food. The restaurant will continue under new ownership. President of Council Harrington added that he was her second customer. He and Jim Thomas went to her restaurant and introduced themselves and never left. She will be sorely missed.

Mayor Muryn pointed out that the Census is still going on. She asked anyone that has not completed it to do so. Hancock County is at seventy percent (70%) which is six (6) points ahead of the State of Ohio's average and approximately ten (10) points ahead of the country.

Mayor Muryn noted that the City Auditor's income tax revenue projections were a little higher than what actually came in. Steep declines were projected, but did not happen mainly because of the payment protection program that was implemented following the City Income Tax Administrator's projections. They are down eleven percent (11%). Revenues are still coming in. She receives weekly reports on the numbers and will continue to share those with Council.

Mayor Muryn noted that the Administration is reviewing the City's funds and working to ensure there are five (5) year projections to tie in all the pieces of the puzzle that has been done over the last couple of years in order to provide a complete picture of the operations and how departments are being managed. The City's Utility Department provided a revenue report on their activities during the pandemic as it was asked if there have been any decreases in revenue from water and sewer services. The City is down less than one percent (1%) from last year. Revenues are continuing to come in strong and are not seeing customers defaulting. It is being monitored closely. A report will be provided to Council on any loss revenue with the City's water services and what was being done to increase revenue in those areas.

Mayor Muryn noted that the Federal Aviation Administration (FAA) is covering the City's match on some grants which will saved the City approximately twenty thousand dollars (\$20,000.00) on a capital project. The Administration is continuing to watch and figure out all the funding opportunities that are available. She is speaking regularly with State and Federal officials to understand the CARES Act and the HEROS Act proposals to ensure the City is taking advantage of that. There are some great opportunities to use those dollars. Fortunately, the City did not have a huge impact on COVID-related expenses, so there are funds available to put into other areas to make up for revenue loss in other areas.

Mayor Muryn informed Council that if there are any questions on anything specific to reach out to her as Council is the Board of Directors for the City and the Administration is here to help execute the vision and ensure that operations are running efficiently and effectively, and are being wise stewards. She asked Councilmembers to reach out if they have any questions and/or information that would be beneficial to share.

Mayor Muryn announced that this year's Memorial Day parade has been cancelled due to the potential for a crowd of people that will gather for it as it goes against the Governor's mass gathering recommendations. So in order to keep everyone safe, it has been cancelled. She has been working with the Veteran's Office, WKXA, and a couple of other organizations to still recognize individuals and provide a memorial service for military members that served our country to be honored appropriately. A program will be live-streamed and viewed on the City's website, as well as broadcast over the radio on Monday, May 25, 2020 from 9:00am-9:30am with a community-wide moment of silence at 9:30am. Findlay residents will be asked to go out onto their porch or sidewalk for the moment of silence. Law enforcement officers will sound the tornado sirens to signal the end of the service. Memorial Day is not a big celebration, but is a memorial.

Councilman Slough moved to adjourn, seconded by Councilman Hellmann. All were in favor. Meeting adjourned at 9:06pm.

CLERK OF COUNCIL

COUNCIL PRESIDENT