

# FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

JUNE 16, 2020

COUNCIL CHAMBERS

## ROLL CALL of 2020-2021 Councilmembers

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

Acceptance or changes to the June 2, 2020 Regular Session City Council meeting minutes.

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

**PROCLAMATIONS:** none

**RECOGNITION/RETIREMENT RESOLUTIONS:** none

**ORAL COMMUNICATIONS:** none

### PETITIONS:

#### Alley vacation request – 1017 Hurd Avenue

Kim Hamilton of 1017 Hurd Avenue, is requesting to vacate the alley between Lot 132 in Byals A P O L and Lots 1901-1904 in the Schwartz & Firmans Addition from Hurd Avenue east to the first north/south alley. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

### WRITTEN COMMUNICATIONS:

The **Downtown Findlay Improvement District** held a meeting on June 3, 2020 at the Sherman House.

- Hanging flower baskets will be hung soon. Watering is being contracted out with Stratton Greenhouses Inc. of Bluffton and includes the use of a gator. The City of Findlay is looking to provide water for watering from a downtown fire hydrant. Costs of the flowers and the water services are born by the DFID.
- Cleaning and maintenance efforts performed by Pleasant View Lawn & Landscape Inc. with costs borne by the DFID continue. Pleasant View works in conjunction with the Public Works Department to keep our downtown looking great.
- The DFID expressed support for the creation of Designated Outdoor Refreshment Area (DORA) in downtown similar to those that exist in Toledo, Delaware, Worthington and many other Ohio communities. A DORA enables the City to establish a district within which patrons of restaurants and bars may purchase alcoholic beverages and then carry the drinks throughout the district without restrictions of Ohio open-container laws. A DORA would be requested by the Mayor and require City Council approval.
- The DFID has hand ongoing discussions about how to effectively communicate its activities to its membership. An email distribution list and private Facebook group are being developed to support this effort. Contact Councilman Russel if you would like to be added to either communications channel.

The **REVOLVING LOAN FUND (RLF) Board** held a virtual meeting on June 10, 2020 to review two (2) applications for the new ten thousand dollar (\$10,000.00) Findlay Business Catalyst Loan Program. There was also a request for a microenterprise loan of thirty-five thousand dollars (\$35,000.00) for Modcraft LLC which is a small microbrewery looking to move into where DiVine Wine was located.

Catalyst Loan applications were from:

Renz Salanga with Stix Restaurant

Fastsigns of Findlay (previously Signed by Josette, LLC)

All applications and requests were approved.

### REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

**City Income Tax Monthly Collection Report** – May 2020.

**Findlay Municipal Court Activities Report** – May 2020.

#### Mayor Muryn – Blanchard Valley Port Authority appointment

Mayor Muryn is reappointing Paul Sears to the Blanchard Valley Port Authority. Mr. Sears has served as a joint City of Findlay/Hancock County appointment to the Port Authority since its inception in 2007. His appointment will be effective through June 30, 2024. This appointment requires Council confirmation.

**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 May 31, 2020
- Financial Snapshot for General Fund as of May 31, 2020
- Open Projects Report as of May 31, 2020
- Cash & Investments as of May 31, 2020

**Findlay Police Department Activities Report – May 2020.**

**Findlay Fire Department Activities Report – May 2020.**

**City Auditor Staschiak – City’s Rainy Day Reserve Account**

During the budget and pre-budget meetings, it was mentioned that it is time to consider increasing the City’s Rainy Day Reserve Account to an amount closer to Ohio’s statutory limit. Historically, it is funded to a level of one million dollars (\$1,000,000.00) and would be used in the even the operational revenues fall short of the total resources available under Ohio Law for operations. Due to the COVID-19 pandemic, this would be the best time to do so. Per the financial snapshot report provided in tonight’s City Council packet, the account can be increased by approximately five hundred thousand dollars (\$500,000.00). There isn’t a more strategic move that can be made to buffer the City’s ability to pay operational costs creating time to react to a General Fund Revenue shortfall. Since the creation of the City’s Rainy Day Reserve Account in 2009, the appropriated operations budget has increased twenty-one percent (21%) and the account balance has remained fixed. The funding level of this account could be tied to the growth in the operations budget as part of an adopted policy ordinance. City Auditor Staschiak is willing to discuss this with the City’s Appropriations Committee. Legislation to appropriate funds to bolster the City’s Rainy Day Reserve Account is requested. City Auditor Staschiak is requesting this letter be read into the record. Resolution No. 018-2020 was created.

FROM:	General Fund	\$ 500,000.00
TO:	General Fund Rainy Day Reserve Account	\$ 500,000.00

**Deputy City Auditor Sampson – Coronavirus Emergency Supplemental Funding Program grant**

During the May 19, 2020 City Council meeting, Council authorized the application and acceptance process of a U.S. Department of Justice Coronavirus Emergency Supplemental Funding Program grant. On June 3, 2020, notification was received that the City was awarded the grant in the amount of thirty-seven thousand dollars one hundred eighty-one dollars and no cents (\$37,181.00). It is the intention to use the funding for items such as sanitizing supplies, specialized disinfection sprayers, GPS monitoring devices used by the Court and installation of sneeze guards or shields at various counters. Legislation to appropriate awarded grant fund is requested. Ordinance No. 2020-070 was created.

FROM:	US DOJ Coronavirus Emergency Supplemental Funding Program Grant	\$ 37,181.00
TO:	DOJ Coronavirus Grant (project 31902400)	\$ 37,181.00

**Hancock Regional Planning Commission Director Matt Cordonnier – City of Findlay Revolving Loan Fund Request for Appropriation (Stix Restaurant LLC)**

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Stix Restaurant LLC in the amount of \$10,000.00. The funding will provide funds for working capital. The closing date for the loan has been set for June 19, 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. 2020-071 was created.

FROM:	City of Findlay Revolving Loan Fund	\$ 10,000.00
TO:	Stix Restaurant LLC (31902500)	\$ 10,000.00

**Hancock Regional Planning Commission Director Matt Cordonnier – City of Findlay Revolving Loan Fund Request for Appropriation (Signed by Josette LLC)**

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Signed by Josette LLC in the amount of \$10,000.00. The funding will provide funds for working capital. The closing date for the loan has been set for June 19, 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. 2020-072 was created.

FROM:	City of Findlay Revolving Loan Fund	\$ 10,000.00
TO:	Signed by Josette LLC dba Fastsigns of Findlay (31902900)	\$ 10,000.00

**Treasurer’s Reconciliation Report – May 31, 2020.**

**Hancock Regional Planning Commission Director Matt Cordonnier – City of Findlay Revolving Loan Fund Request for Appropriation (Modcraft LLC)**

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Modcraft LLC 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 19, 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. 2020-073 was created.

FROM:	City of Findlay Revolving Loan Fund	\$ 35,000.00
TO:	Modcraft LLC #31902600)	\$ 35,000.00

**Safety Director Schmelzer – FAA FY2020 Taxiway Alpha Rehabilitation project**

Four hundred thirty-two thousand six hundred twenty-four dollars and no cents (\$432,624.00) was originally planned to be spent but the grant was fully funded keeping those matching dollars (approximately \$22,000.00) in City coffers. The Airport has another opportunity to obtain infrastructure funding. The Ohio Department of Transportation (ODOT) Office of Aviation has a program that will fund a rehabilitation project on our main ramp area. ODOT has cited this as an area that needs to be planned for pavement rehabilitation. The City of Findlay would like to be proactive and take advantage of the current grant environment. The City’s proposal is to apply for the FY2021 ODOT Aviation Direct grant with a five percent (5%) contribution of twenty-five thousand dollars (\$25,000.00). If awarded, the City would receive five hundred thousand dollars (\$500,000.00) and would move through the application process at that time. While there is no guarantee that the City will be awarded the grant, it is worth putting in the work to try. The City’s contribution of five percent (5%) will also increase the chances of getting the award. Legislation to apply for said grant is requested. The deadline for submittal is July 15, 2020. Ordinance No. 2020-074 was created.

**Safety Director Schmelzer – City of Findlay airport auxiliary building lease**

The Ohio Department of Transportation (ODOT) has approached the City of Findlay about a short term lease of the airport auxiliary building and has agreed to paying four thousand five hundred (\$4,500.00)/per month plus utilities . A draft lease agreement has been sent to ODOT for review. They are interested in utilizing the facility as a project office for the next twelve (12) months. This revenue is a good way to fund HVAC upgrades to the building and allows the City of Findlay to be a good public sector partner to ODOT. Upgrade cost estimates are still being determined. Prior estimates were around twenty thousand dollars (\$20,000.00). Ordinance No. 2020-075 was created.

**COMMITTEE REPORTS:** none

**LEGISLATION:**

**RESOLUTIONS:**

**RESOLUTION NO. 018-2020** (5 year Capital Improvement Plan/Rainy Day Reserve Account) **requires three (3) readings** **first reading**  
A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PLAN POLICY; A MINIMUM RESERVE BALANCE POLICY; AND A RAINY DAY RESERVE ACCOUNT AS PROMULGATED BY THE CITY AUDITOR’S OFFICE, AND REPEALING ALL RESOLUTIONS AND/OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 019-2020** (S.B. 310) **requires three (3) readings** **first reading**  
A RESOLUTION AUTHORIZING THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND UTILIZE THE CARES ACT FUND DOLLARS ON ELGIBLE EXPENDITURES SPECIFIED IN SECTION 5001 OF THE CARES ACT AND PURUSANT TO SENATE BILL 310, AND DECLARING AN EMERGENCY.

**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. 2020-051** (*farmland lease*) **requires three (3) readings** **third 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.
- ORDINANCE NO. 2020-054** (*lane light project*) **requires three (3) readings** **third reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-055** (*Madison and Monroe sewer replacements*) **requires three (3) readings** **third reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-056** (*2020 annual sewer televising program*) **requires three (3) readings** **third reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-062** **requires three (3) readings** **third 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.
- ORDINANCE NO. 2020-070** (*Coronavirus Emergency Supplemental Funding Program grant*) **requires three (3) readings** **first reading**  
 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-071** (*Stix Restaurant LLC RLF*) **requires three (3) readings** **first reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-072** (*Signed by Josette LLC RLF*) **requires three (3) readings** **first reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-073** (*Modcraft LLC RLF*) **requires three (3) readings** **first reading**  
 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-074** (*FAA FY2020 Taxiway Alpha Rehabilitation Project grant*) **requires three (3) readings** **first reading**  
 AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) TO RECEIVE GRANT FUNDS FROM THE OHIO DEPARTMENT OF TRANSPORTATION OFFICE OF THE AVIATION FOR PAVEMENT REHABILITATION PROJECT OF THE CITY'S MAIN RAMP AREA, AND DECLARING AN EMERGENCY.
- ORDINANCE NO. 2020-075** (*ODOT lease City's Airport Auxiliary bdg*) **requires three (3) readings** **first reading**  
 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A LEASE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR LEASING OUT THE CITY OF FINDLAY'S AIRPORT AUXILIARY BUILDING LOCATED AT 1205 LIMA AVENUE, FINDLAY, OHIO, WAIVING FORMAL ADVERTISING AND BIDDING, AND DECLARING AN EMERGENCY.

**UNFINISHED BUSINESS:**  
**OLD BUSINESS**  
**NEW BUSINESS**

**ALLEY/STREET VACATION PETITION**

FEE PAID \$75

DATE 5.28.20

ADVERTISING AND FILING FEES PAID \_\_\_\_\_ DATE \_\_\_\_\_

HONORABLE MAYOR AND COUNCIL, CITY OF FINDLAY, OHIO:

We, the undersigned, being owners of property abutting the requested 1017 Hurd Alley vacation shown on the attached plat, respectfully petition  
(street/alley)

your Honorable Body to vacate the alley described as:  
street/alley

Too much Traffic. Worried about our  
vehicles being side-swiped. Cars flying  
down and not stopping at stop sign.

Being further described as abutting the following described LOTS in the  
SUBDIVISION of:

**A \$75.00 fee is submitted to pay for the cost of vacating the above-described  
(street or alley)**

**We agree to pay all cost and/or assessments that are now or have been constructed  
serving this property. Upon adoption of legislation, applicable advertising and filing  
fees will be invoiced to the petitioner. A plat of the area showing the portion to be  
vacated & a list of all property owners on that portion of the alley running from street  
to street, but not in the request for vacation are attached.**

OWNER	ADDRESS	LOT NUMBER
<u>Kim Hamilton</u>	<u>1017 Hurd Ave</u>	
<u>Deb Mericle</u>	<u>423 Elm St</u>	
<u>William D. Linnell</u>	<u>419 Elm St.</u>	
<u>John O. O'Connell</u>	<u>1007-1011 Hurd</u>	
<u>Marty Meyer</u>	<u>1015 Hurd Ave</u>	

TO: **Applicants for Street or alley Vacation**  
FROM: **Council Clerk**

City law requires persons requesting the vacation of a street or alley to file a petition with City Council. Council then refers the request to the City Planning Commission and the Planning & Zoning Committee for their findings. These Committees file their report with Council, who in turn makes the final ruling on the request.

## **APPLICATION REQUIREMENTS**

Petition forms are available in the Council Clerk's Office. It requires the signature of a majority of the property owners that abut the requested vacation. A plat of the area shall accompany the application indicating the street or alley to be vacated. This plat can be obtained from the City Engineer's Office.

In addition to the petition for an alley vacation being signed by the abutting property owners, which is notice, if said proposed alley vacation is less than the full alley running from street to street, either north and south or east and west as the case may be, then the Clerk will also send notices to the abutting property owners on that portion of the alley extended but not in the request for vacation. For example, if an alley runs from north to south from street A to street B, intersected by a east-west alley, and the request is to vacate the alley running from street A to the intersecting east-west alley, then the abutting property owners on the remaining portion of that north-south alley between street A and street B shall also receive notice of the petition to vacate from the Council Clerk. (Rules of Procedure, as amended, of Findlay City Council).

Ideally, the petition must be signed by all abutting property owners. If not, a Public Notice of Consideration to Vacate has to be advertised in the Courier for six consecutive weeks. The cost of the advertising shall be paid by the petitioner. Anyone wishing to address Council concerning the petition may do so as a result of the publication. This can occur at any of the three readings which Council must give an Ordinance that vacates right-of-way.

## **FEE**

At the time of submitting the request to the Council Clerk, a **\$75.00 non-refundable fee** shall accompany the petition. This is to off-set some of the City's expenses. **Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner.**

## **ASSESSMENTS**

By law, if there were assessments to the abutting properties for improvements to the street or utilities, the petitioners are to pay the assessment fee for the property being vacated. These assessments, if any, are recorded in the City Engineer's Office. They are requested to be researched for the property upon legislation request. The petitioners will be invoiced for the total expense, and it must be paid before Council will vacate the street or alley.

## **PLANNING COMMISSION ACTION**

Planning Commission action on vacation petitions will be in the form of a recommendation to City Council. Council may then either concur with the Commission's recommendation or override it. Concurring action may be accomplished with a simple majority vote, while overriding action requires a two-thirds (2/3) vote of Council. Notice of the Planning Commission Meeting will be sent from the Engineer's Office to the filer of the petition advising him/her when the request shall be heard.

## **COMMITTEE ACTION**

This Committee's action will be in the form of a recommendation to City Council. Council may then either concur with the Committee's recommendation or override it. Action is a simple majority vote to concur or override the Committee report. Notice of the Planning & Zoning Committee Meeting will be sent by the Council Clerk to the petitioners advising them when the request shall be heard.

## **CITY COUNCIL ACTION**

Once the petition is placed on Council's agenda, it will be referred to the City Planning Commission and the Committee with all documentation submitted. Both the City Planning

Commission and the Planning & Zoning Committee shall review the request. Upon their findings, Council will request legislation and give it three (3) separate readings if the vacation is to proceed.

In order to vacate a public right-of-way, City Council must adopt an ordinance doing so. Normally, legislation is prepared when the Planning & Zoning Committee recommends that an action be taken. However, appropriate legislation can be drawn at the request of any Council member, whether or not the vacation is supported by the Committee. Ordinances require three readings prior to adoption, and this normally occurs over the course of three consecutive meetings of Council.

A majority affirmative vote of at least five (5) members is necessary to enact a vacation ordinance. If Council disagrees with the Planning Commission's recommendation, it will take six (6) affirmative votes of members of Council to enact a vacation ordinance. The ordinance is not effective until at least 30 days after signing by the Mayor.

Revised 12-05

Name of Contact Person Kim Hamilton

Mailing Address 1017 Hurd Ave

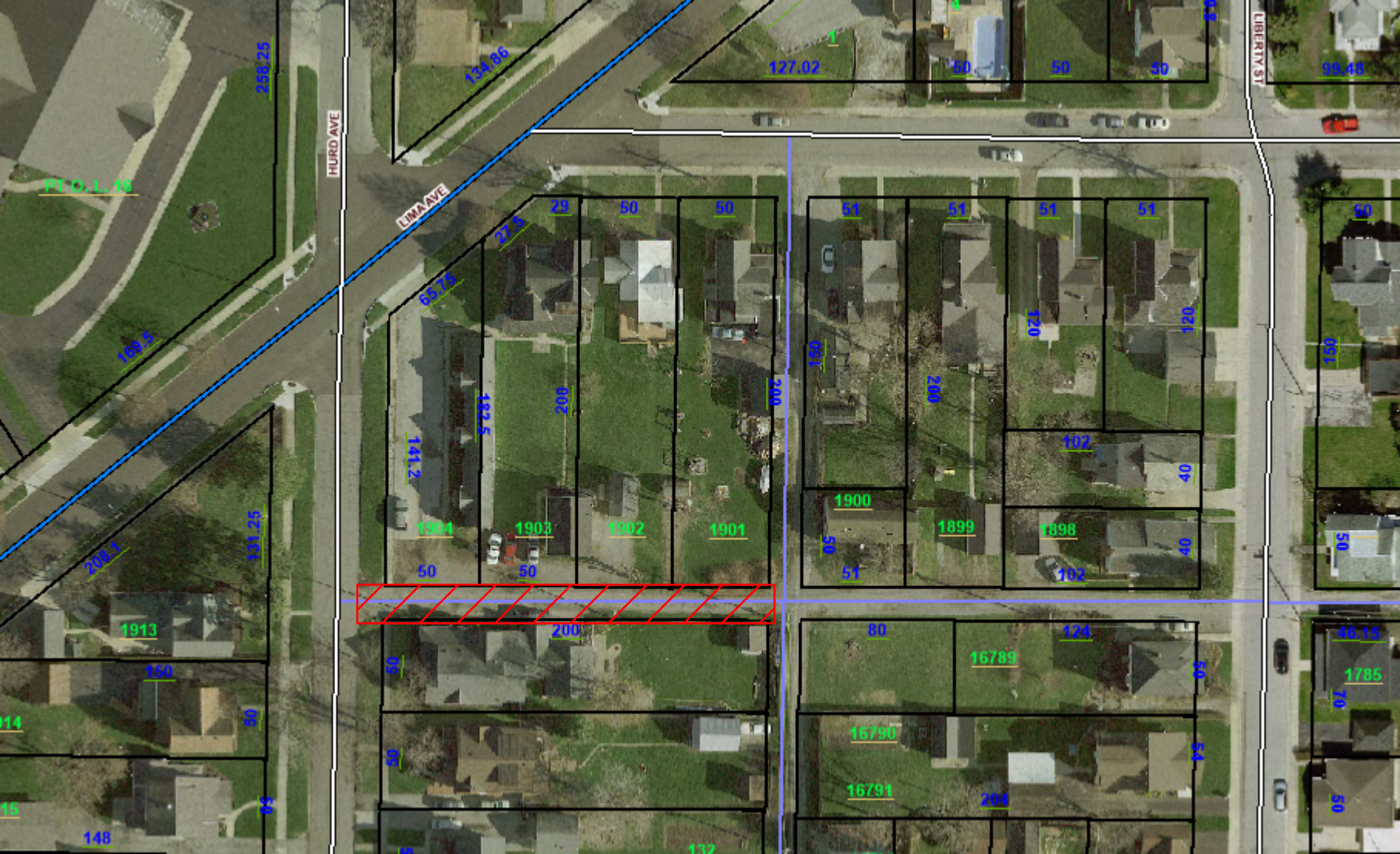
Phone No. (Home) 0 (Business) 567-208-7631

6.9.20  
(date)

Kim Hamilton  
(Signature of Contact Person)

OFFICE USE ONLY





PT D.L. 16

250.25

HURD AVE

134.86

127.02

20

50

30

LIBERTY ST

93.48

LIMA AVE

29

50

50

51

51

51

51

50

159.2

65.75

27.5

29

50

50

51

51

51

51

101

50

202.1

131.25

141.2

182.5

602

200

651

266

120

120

1904

1903

1902

1901

1900

1899

1898

102

40

50

1913

156

60

69

200

80

16789

124

50

46.15

1785

70

114

15

148

56

65

132

16790

16791

208

54

50





**CITY  
COUNCIL**  
Grant C. Russel, Council at-large

June 3, 2020

RE: Downtown Findlay Improvement District Report

My Fellow Council Members:

As the Findlay City Council representative to the Board of Directors of the Downtown Findlay Improvement District (DFID), I am submitting the below update on the boards meeting held June 3, 2020 at the Sherman House.

- The hanging flower baskets will be hung soon. Watering is being contracted out with Stratton Greenhouses Inc. of Bluffton and includes the use of a gator. The City of Findlay is looking to provide water for watering from a downtown fire hydrant. Costs of the flowers and the water services are borne by the DFID.
- Cleaning & maintenance efforts performed by Pleasant View Lawn & Landscape Inc. with costs borne by the DFID continue. Pleasant View works in conjunction with the Public Works Departments to keep our downtown looking great.
- The DFID expressed support for the creation of Designated Outdoor Refreshment Area (DORA) in downtown similar to those that exist in Toledo, Delaware, Worthington and many other Ohio communities. A DORA enables the city to establish a district within which patrons of restaurants and bars may purchase alcoholic beverages and then carry the drinks throughout the district without restrictions of Ohio open-container laws. A DORA would be requested by the Mayor and require City Council approval.
- The DFID has had ongoing discussions about how to effectively communicate its activities to its membership. An email distribution list and private Facebook group are being developed to support this effort. Please contact me if you would like to be added to either communications channel.

Please do not hesitate to contact me with any questions you may have related to this report or my representation on the DFID.

Respectfully Submitted,

Grant C. Russel  
Councilman, at-large



**CITY  
COUNCIL**  
JOHN HARRINGTON, PRESIDENT

June 10, 2020

RE: City of Findlay RLF Board Report

My Fellow Council Members:

As the Findlay City Council representative to the City of Findlay RLF Board, I am submitting the below update on our boards most recent actions.

The City of Findlay RLF Board met on 06/10/2020 to review two applications for the new \$10,000 Findlay Business Catalyst Loan program. There was also a request for a microenterprise loan for \$35,000 for Modcraft LLC, which is a small microbrewery looking to move into where DiVine Wine was located.

Catalyst Loan applications were from:  
Renz Salanga with Stix Restaurant  
Fastsigns of Findlay (previously Signed by Josette, LLC)

All applications and requests were approved.

Please do not hesitate to contact me with any questions you may have related to this report or my representation on the RLF board.

Respectfully Submitted,

Beth Warnecke  
Councilwoman Third Ward

# City of Findlay

## Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862  
 318 Dorney Plaza, Municipal Building Room 115  
 Telephone: 419-424-7133 • Fax: 419-424-7410  
[findlayohio.com/incometax](http://findlayohio.com/incometax)

Christina Terry Muryn  
Mayor

Andrew Thomas  
Tax Administrator

### Monthly Collection Report to Findlay Council

May 2020

Total collections for May 2020: \$2,148,404.18

	<b>2020</b>	<b>2019</b>	<b>Variance</b>
	<u>Year-to-date</u>	<u>Year-to-date</u>	
Withholders	8,991,732.04	8,739,650.18	252,081.86
Individuals	1,094,426.72	1,800,551.44	-706,124.72
Businesses	<u>889,591.92</u>	<u>1,697,430.22</u>	<u>-807,838.30</u>
<b>Totals</b>	10,975,750.68	12,237,631.84	-1,261,881.16
			-10.31%

#### Actual & Estimated Past-due Taxes

Withholders	560,417.28
Individuals	2,757,908.77
Businesses	<u>174,395.58</u>
<b>Total</b>	3,492,721.63

#### Actual and Projected Revenue

	<b>2020</b>	<b>Percentage</b>	<b>Amount</b>	<b>Percentage</b>	<b>2020</b>
	<u>Actual</u>	<u>of Projection</u>	<u>to Meet</u>	<u>to Meet</u>	<u>Projected</u>
	<u>Year-to-date</u>	<u>Collected</u>	<u>Projection</u>	<u>Projection</u>	<u>Year End</u>
Withholders	8,991,732.04	47.32%	10,008,267.96	52.68%	19,000,000.00
Individuals	1,094,426.72	39.80%	1,655,573.28	60.20%	2,750,000.00
Businesses	<u>889,591.92</u>	40.53%	<u>1,305,408.08</u>	59.47%	<u>2,195,000.00</u>
<b>Totals</b>	10,975,750.68	45.84%	12,969,249.32	54.16%	23,945,000.00

**Refunds Paid**

	<u>Month-to-date Quantity</u>	<u>Year-to-date Quantity</u>	<u>Month-to-date Amount</u>	<u>Year-to-date Amount</u>
Withholders	10	41	2,025.96	13,354.00
Individuals	63	547	29,205.54	204,815.35
Businesses	<u>4</u>	<u>41</u>	<u>2,958.00</u>	<u>50,023.94</u>
<b>Totals</b>	77	629	34,189.50	268,193.29

**Transfers of Overpayments**

	<u>Month-to-date Quantity</u>	<u>Year-to-date Quantity</u>	<u>Month-to-date Amount</u>	<u>Year-to-date Amount</u>
Withholders	0	3	0.00	150.22
Individuals	108	528	19,248.29	117,721.72
Businesses	<u>31</u>	<u>278</u>	<u>19,019.01</u>	<u>183,293.60</u>
<b>Totals</b>	139	809	38,267.30	301,165.54



Andrew Thomas, Administrator

6-1-20

Date

# Findlay Income Tax Department

## Monthly Collections Report

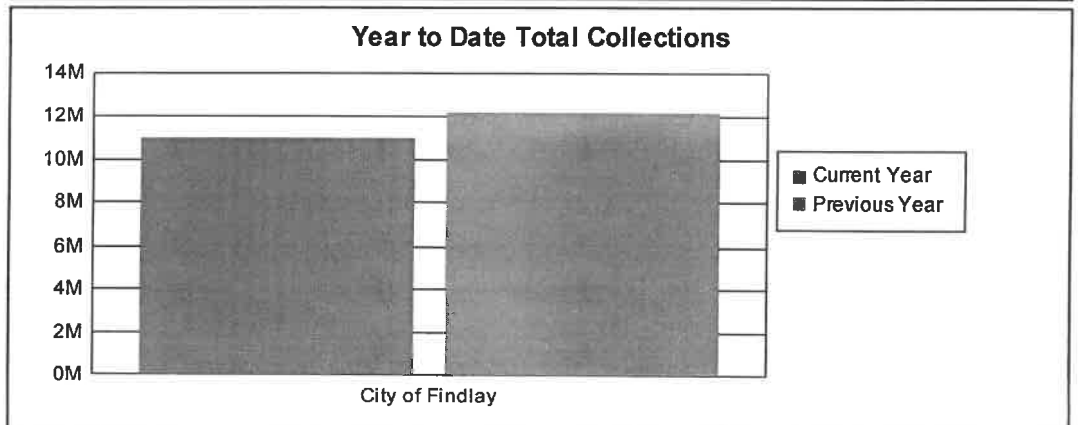
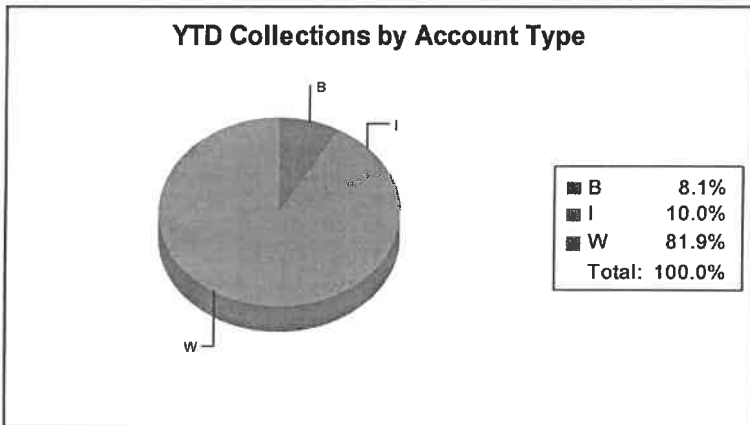
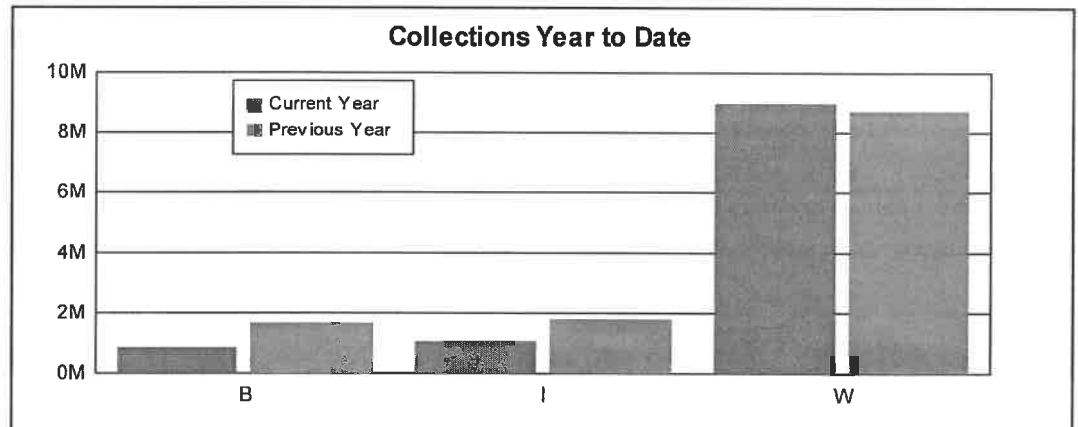
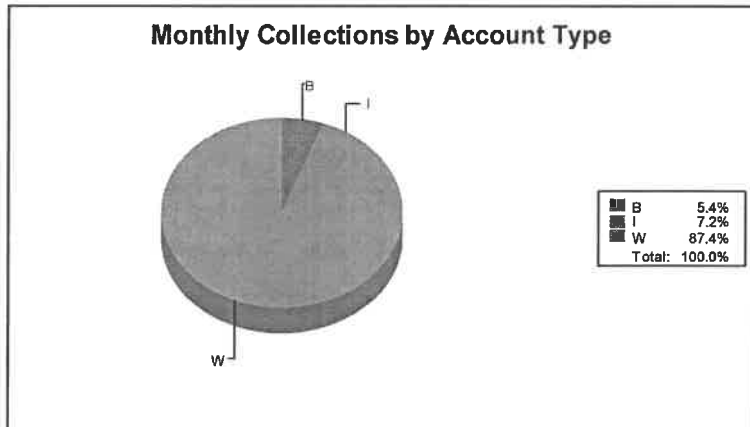
Monday, June 1, 2020

11:28:47AM

For Period May 1, 2020 through May 31, 2020

### City of Findlay

Account Type	Monthly Total	2020 Year to Date	2019 Year to Date	Increase (Decrease)	% Change	2020 Month to Date	Previous Year(s) Month to Date
W	1,877,264.33	8,991,732.04	8,739,650.18	252,081.86	2.88	1,872,833.70	4,430.63
I	154,370.01	1,094,426.72	1,800,551.44	-706,124.72	-39.22	23,255.68	131,114.33
B	116,769.84	889,591.92	1,697,430.22	-807,838.30	-47.59	30,711.75	86,058.09
<b>Totals:</b>	<b>2,148,404.18</b>	<b>10,975,750.68</b>	<b>12,237,631.84</b>	<b>-1,261,881.16</b>	<b>-10.31</b>	<b>1,926,801.13</b>	<b>221,603.05</b>









# City of Findlay Income Tax Department

Christina Muryn  
Mayor

## Monthly Collection Report to City Council


For the Month of May 2020

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u>0</u>	<u>0</u>
B. Cumulative quantity:	<u>2</u>	<u>81</u>
C. Cumulative quantity with no filing obligations:	<u>          </u>	<u>28</u>
D. Cumulative quantity with no tax liabilities:	<u>          </u>	<u>19</u>
E. Quantity not required to make estimate payments:	<u>          </u>	<u>4</u>
F. Quantity already making estimate payments:	<u>          </u>	<u>13</u>
G. Cumulative quantity HB 49 Opt-in election:	<u>          </u>	<u>1</u>
H. Quantity remaining (B – C – D – E – F – G):	<u>2</u>	<u>16</u>

For the remaining 2 individual and 16 business taxpayers (H), the aggregate reported estimate declarations, primarily for tax year 2019 expected to be paid on the extension request due date amount is \$ 582,380.00

### House Bill 49 Municipal Net Profit Opt-in Information

Number of Businesses:	Month-to-date <u>2</u>	Year-to-date <u>349</u>
HB 49 .5 Percent Fees:	Month-to-date <u>27.90</u>	Year-to-date <u>151.45</u>

  
Andrew Thomas, Tax Administrator

6-1-20  
Date

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

Court: **FINDLAY MUNICIPAL COURT** Judge: **ALAN D HACKENBERG**  
Report for the month of: **May 2020**

Date of completion of most recent physical inventory  
**07/16/2019**

	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	177	80	78	1	20	0	0	356	0
New cases filed	23	5	15	0	8	0	0	51	0
Cases transferred in, reactivated or redesignated	3	0	2	0	0	0	0	5	0
<b>TOTAL (Add lines 1-3)</b>	<b>203</b>	<b>85</b>	<b>95</b>	<b>1</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>412</b>	<b>0</b>
Jury trial	0	0	0	0	0	0	0	0	0
Court trial	0	0	1	0	0	0	0	1	0
Default				0	0	0	0	0	0
Guilty or no contest plea to original charge	16	12	13					41	0
Guilty or no contest plea to reduced charge	4	0	0					4	0
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	0	0	0	0	0	0	0	0	0
Other Dismissals	32	1	7	0	4	0	0	44	0
Transfer to another judge or court	1	0	0	0	1	0	0	2	0
Referral to private judge				0	0	0	0	0	0
Unavailability of party for trial or sentencing	5	0	4	0	0	0	0	9	0
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	0	0	0	0
Other terminations	0	0	2	0	0	0	0	2	0
<b>TOTAL (Add lines 5-16)</b>	<b>58</b>	<b>13</b>	<b>27</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>103</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4)	145	72	68	1	23	0	0	309	0
Cases pending beyond time guideline	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	0	0	0	0	0	0	0	0	0

*FTP 6/11/2020*

**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

\_\_\_\_\_  
ALAN D HACKENBERG Date

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

\_\_\_\_\_  
MARK C MILLER Date

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

Court: **FINDLAY MUNICIPAL COURT** Judge: **MARK C MILLER**

Report for the month of: **May 2020**

	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	80	4	127	3	883	36	0	210	1344
New cases filed	2	116	26	265	2	62	17	0	26	524
Cases transferred in, reactivated or redesignated	3	24	0	33	0	2	0	0	1	60
<b>TOTAL (Add lines 1-3)</b>	4	220	30	425	5	947	53	0	237	1928
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	5	12	0	6	0	19	4	0	0	41
Hearing by Magistrate (Include guilty or no contest pleas and defaults)	6	1	1	17	0	0	0	0	0	19
Transfer (Include waivers of preliminary hearing and individual judge assignments)	7	48	11	28	0	16	0	0	0	113
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	0	0	0	0	0
Other dismissals (Include dismissals at preliminary hearing)	9	6	0	5	1	25	1	0	15	53
Violations Bureau	10	0		122						122
Unavailability of party for trial or sentencing	11	16	1	17	0	0	0	0	0	34
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	1	0	0	0	1
Other terminations	13	16	0	12	0	1	0	0	0	29
<b>TOTAL (Add lines 5-13)</b>	14	99	13	207	1	62	5	0	15	412
Pending end of period (Subtract line 14 from line 4)	15	121	17	218	4	885	48	0	222	1516
Cases pending beyond time guideline	16	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

*FTP* *6/1/2020*

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

MARK C MILLER

Date

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

Date



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

Court: **FINDLAY MUNICIPAL COURT** Judge: **MARK C MILLER**  
Report for the month of: **May 2020**

Date of completion of most recent physical inventory
04/10/2020

	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	60	66	0	16	0	0	311	0
New cases filed 2	25	6	13	0	8	0	0	52	0
Cases transferred in, reactivated or redesignated 3	3	0	3	0	1	0	0	7	0
<b>TOTAL (Add lines 1-3) 4</b>	<b>197</b>	<b>66</b>	<b>82</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>370</b>	<b>0</b>
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	0	0	0	0
Guilty or no contest plea to original charge 8	16	14	7					37	0
Guilty or no contest plea to reduced charge 9	6	0	0					6	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	16	0	7	0	10	0	0	33	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	2	0	0	0	0	0	0	2	0
Bankruptcy stay or interlocutory appeal 15	0	0	0	0	0	0	0	0	0
Other terminations 16	0	1	1	0	0	0	0	2	1
<b>TOTAL (Add lines 5-16) 17</b>	<b>40</b>	<b>15</b>	<b>15</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>81</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4) 18	157	51	67	0	14	0	0	289	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

*FTP 6/1/2020*

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

MARK C MILLER	Date
Preparer's name and telephone number if other than judge (print or type)	Date
MARK C MILLER	Date

# MONTHLY REPORT

ALAN D. HACKENBERG, JUDGE  
 MARK C. MILLER, JUDGE  
 HEATHER M EIGEL, CLERK  
 DAVID D. BEACH  
 Director of Court Services

FINDLAY MUNICIPAL COURT  
 318 DORNEY PLAZA RM 206  
 FINDLAY, OHIO 45839  
 TELEPHONE 419-424-7141  
 FAX 419-424-7803

FINDLAY MUNICIPAL COURT Monthly Report for May, 2020

PAGE 1

CASES FILED:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
TRAFFIC	291	2,381	1,083	4,856
TRAFFIC COMPANION	68	350	95	472
CRIMINAL	126	661	182	890
CRIMINAL COMPANION	17	76	25	104
SEARCH WARRANT	11	41	12	45
CIVIL	81	1,210	254	1,156
SMALL CLAIMS	26	338	72	459
EXTRADITION	2	9	2	10
HABITUAL TRAFFIC VIOLATOR	-	-	2	3
OTHER	8	60	36	85
TOTALS	630	5,126	1,763	8,080
 COURT PROCEEDINGS:				
Admin License Suspension	-	-	1	4
Arraignment	273	3,410	1,153	5,831
Attachment	6	65	11	51
Bond	3	11	3	20
Civil Status Conference	10	21	5	29
COMMUNITY SERVICE REVIEW	8	76	15	103
Contempt of Court	37	168	46	240
Contested Small Claims	-	1	2	10
Continued	765	3,616	662	3,291
Damages	2	10	3	14
Debtors Examination	6	67	28	167
Default	-	4	-	-
Desk Review	135	998	146	851
DIVERSION PLEA	4	12	3	21
DUS DIVERSION REVIEW	4	37	19	19
Expungement	10	28	10	27
Extradition	1	5	2	8
Forcible Detention	9	70	11	87
Garnishment	1	4	2	6
Habitual Traffic Violator	-	-	-	1
Hearing on Motion	7	43	11	37
HEARING ON WARRANT	15	18	-	-
Jury Trial	-	2	1	1
Limited Privileges	-	1	9	15
Marriage	3	6	2	13
Mediation	-	-	-	1
Miscellaneous	-	11	4	16
Motion to Compel	-	1	-	-
Motion to Dismiss	-	1	1	1
Motion to Vacate Judgment	-	-	-	2
Motion to Withdraw as Counsel	5	16	1	3
Plea	108	542	148	671
Preliminary	-	45	11	71
Pre-Trial	114	791	168	1,119
Pre-Trial with Judge	69	375	53	298
Reconsideration of Sentence	1	1	-	-

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
Replevin	-	-	1	1
Restitution	8	8	-	-
Revivor	2	19	4	30
Revocation	20	73	17	83
SECOND PRETRIAL	90	479	108	459
Sentencing	12	48	4	15
Small Claims	25	243	82	363
STATUS CONFERENCE	2	3,744	1,057	7,478
Summary Judgment	-	-	1	3
Suppression	4	13	3	33
TELEPHONE PRETRIAL	11	47	-	-
Trial	3	21	6	48
WRIT OF RESTITUTION	4	56	9	74
WRITTEN PLEA	-	33	1	26
TOTALS	1,777	15,240	3,824	21,641

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
<b>CRIMINAL VIOLATIONS:</b>				
ASSAULT	6	26	5	20
BREAKING & ENTERING	-	-	-	1
BURGLARY	1	1	-	1
CONTEMPT	-	2	-	-
CRIMINAL DAMAGING	5	13	5	15
CRIMINAL TRESPASS	2	20	5	18
DISORDERLY CONDUCT	6	38	19	67
DOMESTIC VIOLENCE	11	82	8	76
DRUG ABUSE	33	171	50	237
OPEN CONTAINER PROHIBITED	5	21	4	22
OVI	2	2	-	-
RESISTING ARREST	1	8	2	22
ROBBERY	-	2	-	-
TELEPHONE HARASSMENT	2	6	2	3
THEFT	16	99	19	112
UNDERAGE CONSUMPTION	-	6	4	32
OTHER CRIMINAL	53	242	84	368
TOTALS	143	739	207	994
<b>TRAFFIC VIOLATIONS:</b>				
ACD/SPEED	18	87	36	187
DISOBEYING TRAFFIC CONTROL DEV	11	79	19	118
DRAG RACING	-	-	-	3
DRIVING UNDER SUSPENSION	42	224	58	349
EXPIRED REGISTRATION	2	89	26	177
FAIL TO MAINTAIN CONTROL	19	119	38	220
FAILURE TO YIELD RIGHT OF WAY	12	45	12	93
LEAVING SCENE OF AN ACCIDENT	4	26	5	29
LEFT OF CENTER	2	7	-	6
OVERLOAD	-	190	104	498
OVI	37	154	45	199
PASSING A STOPPED SCHOOL BUS	-	5	6	9
RECKLESS OPERATION	1	4	2	11
SEAT BELT	11	195	155	603
SPEEDING	125	876	375	1,488
OTHER TRAFFIC	75	631	297	1,338
TOTALS	359	2,731	1,178	5,328

NOTE: SEARCH WARRANTS NOT INCLUDED IN VIOLATION TOTALS

ARRESTING AGENCY:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
PATROL				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	151	1,507	727	3,276
OMVI	14	66	13	108
CRIMINAL FELONIES	-	1	-	5
CRIMINAL MISDEMEANORS	22	116	20	97
SEARCH WARRANTS	3	7	4	10
FINDLAY P.D. (BY ORDINANCE)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	120	662	199	1,198
OMVI	17	58	16	49
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	21	159	50	259
SEARCH WARRANTS	-	-	-	-
FINDLAY P.D. (BY ORC)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	-	3	-	5
OMVI	1	1	-	-
CRIMINAL FELONIES	7	51	8	53
CRIMINAL MISDEMEANORS	73	299	93	442
SEARCH WARRANTS	7	27	7	29
SHERIFF				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	47	347	193	588
OMVI	7	26	15	40
CRIMINAL FELONIES	1	4	2	11
CRIMINAL MISDEMEANORS	10	72	26	80
SEARCH WARRANTS	1	5	1	5
OTHERS				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	4	58	14	62
OMVI	-	5	1	2
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	7	33	8	47
SEARCH WARRANTS	-	2	-	1
TOTALS	513	3,509	1,397	6,367
PROBATION:				
ESTABLISHED	17	71	15	66
TERMINATED	29	119	10	49
CURRENT	33	33	44	44
TOTALS	79	223	69	159



ACTIVITIES ORDERED:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ALCOHOL/SUBSTANCE EVAL	6	50	21	79
ANGER MANAGEMENT	4	7	1	6
BENCH WARRANT TO AGENCY	57	633	194	1,227
COMMUNITY SERVICE	-	1	-	2
COMMUNITY SERVICE CITY	-	-	1	1
COMMUNITY SERVICE COUNTY	22	78	24	128
COMMUNITY SERVICE INDIVIDUAL	7	78	19	121
COMMUNITY SERVICE NO JAIL	-	3	-	4
DIP	18	78	18	80
DOMESTIC VIOLENCE PROGRAM	-	1	1	4
ELECTRONIC HOME MONITORING	2	11	2	7
HOUSE ARREST	-	3	1	3
JAIL	11	43	21	78
MENTAL EVAL	2	4	2	6
Pay Restitution	-	8	2	11
Probation	3	27	11	51
SCRAM	7	21	2	28
STAR Program	5	45	21	63
TREATMENT CLEARVIEW SERV	1	4	1	13
TREATMENT FRC	2	16	13	43
TREATMENT MISCELLANEOUS	2	15	6	24
UCP	1	3	1	3
VIP	17	78	19	73
TOTALS	167	1,207	381	2,055

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

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

RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$2,236.00	\$11,688.84	\$4,732.50	\$21,721.83
BOND FEES	\$875.00	\$2,520.00	\$150.00	\$2,050.00
CIVIL DEPOSIT TENDERS	\$271.35	\$2,232.22	\$380.48	\$3,262.48
COURT COST	\$27,637.66	\$305,886.10	\$82,636.18	\$379,485.37
DUI ENFORCEMENT	\$1,548.22	\$11,844.44	\$3,420.41	\$16,671.21
ELECTRONIC IMAGING	\$1,797.47	\$19,071.13	\$5,237.00	\$25,565.92
FINES & FORFEITURES	111,976.80	\$830,515.03	184,985.38	\$1,010,763.34
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$745.31	\$2,511.59	\$575.80	\$2,487.37
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$39.91	\$314.21	\$87.63	\$482.94
JAIL HOUSING	\$14,309.06	\$73,988.81	\$11,723.37	\$77,316.29
JAIL REIMBURSEMENT	\$180.00	\$1,490.87	\$370.00	\$1,220.00
LEGAL RESEARCH	\$3.00	\$16.47	\$10.50	\$32.00
MEDIATION	\$518.50	\$5,990.91	\$1,695.00	\$8,175.36
MISCELLANEOUS	\$11,598.48	\$103,878.17	\$34,411.01	\$173,753.94
MUNI COURT COMPUTERIZATION	\$1,805.00	\$19,007.15	\$5,237.50	\$25,599.08
MUNI COURT IMPROVEMENT	\$5,396.90	\$60,440.16	\$16,696.69	\$81,694.80
RESTITUTION	\$821.78	\$3,090.73	\$466.81	\$4,061.70
SPECIAL PROJECTS	\$9,721.49	\$102,764.16	\$27,525.37	\$133,261.69
STATE PATROL	\$7,669.37	\$84,752.84	\$26,299.40	\$134,784.69
TRAFFIC/CRIMINAL BONDS	\$3,377.70	\$2,214.53	\$6,246.00	\$47,584.51
	<b>202,529.00</b>	<b>\$1,644,218.36</b>	<b>412,887.03</b>	<b>\$2,149,974.52</b>

DISTRIBUTIONS:

ALCOHOL MONITORING	\$2,090.00	\$11,313.84	\$4,382.50	\$21,421.83
BOND FEES	\$875.00	\$2,520.00	\$150.00	\$2,050.00
CIVIL DEPOSIT TENDERS	\$499.13	\$2,489.41		\$4,292.00
COURT COST	\$27,522.66	\$304,995.10	\$82,085.78	\$377,965.97
DUI ENFORCEMENT	\$1,513.05	\$11,761.81	\$3,350.07	\$16,625.87
ELECTRONIC IMAGING	\$1,782.47	\$19,002.13	\$5,213.00	\$25,538.92
FINES & FORFEITURES	110,820.90	\$835,718.98	183,964.80	\$1,010,683.29
FUND REIMBURSEMENT	\$0.00	\$0.00		
INDIGENT DRIVER ALCOHOL	\$720.31	\$2,486.59	\$525.80	\$2,462.37
INMATE MEDICAL EXPENSE	\$0.00	\$0.00		
INTEREST	\$39.91	\$314.21	\$87.63	\$482.94
JAIL HOUSING	\$13,776.51	\$73,456.26	\$11,704.37	\$77,097.29
JAIL REIMBURSEMENT	\$180.00	\$1,490.87	\$370.00	\$1,220.00
LEGAL RESEARCH	\$3.00	\$16.47	\$10.50	\$32.00
MEDIATION	\$515.50	\$5,969.91	\$1,688.00	\$8,168.36
MISCELLANEOUS	\$20,999.26	\$160,451.91	\$44,574.01	\$223,256.46
MUNI COURT COMPUTERIZATION	\$1,790.00	\$18,938.15	\$5,216.50	\$25,575.08
MUNI COURT IMPROVEMENT	\$5,346.90	\$60,210.16	\$16,636.69	\$81,628.80
RESTITUTION	\$521.78	\$2,704.54	\$721.81	\$3,860.70
SPECIAL PROJECTS	\$9,641.49	\$102,396.16	\$27,410.37	\$133,153.69
STATE PATROL	\$6,875.37	\$83,353.84	\$25,729.90	\$134,324.19
	<b>205,513.24</b>	<b>\$1,699,590.34</b>	<b>413,821.73</b>	<b>\$2,149,839.76</b>

DISTRIBUTED TO:

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CITY OF FINDLAY	\$87,176.56	\$717,216.47	183,046.87	\$948,453.10
HANCOCK COUNTY	\$12,703.62	\$86,935.32	\$22,904.02	\$105,383.68
OTHERS	\$89,745.38	\$691,686.31	149,330.46	\$808,389.54
STATE OF OHIO	\$21,889.74	\$241,782.09	\$71,885.97	\$357,946.41
	<u>211,515.30</u>	<u>\$1,737,620.19</u>	<u>427,167.32</u>	<u>\$2,220,172.73</u>

Mark C. Miller  
 MARK C. MILLER, JUDGE

Alan D. Hackenberg  
 ALAN D. HACKENBERG, JUDGE

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



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

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

June 2, 2020

Honorable City Council  
City of Findlay, Ohio

RE: Appointment to Blanchard Valley Port Authority

Dear Council Members:

This letter will serve as my request for your confirmation of reappointment of Paul Sears to the Blanchard Valley Port Authority. Mr. Sears has served as a joint City of Findlay/Hancock County appointment to the Port Authority since its inception in 2007.

Mr. Sears has expressed a desire and willingness to continue to serve the community as a member of the Blanchard Valley Port Authority. This reappointment will be effective through June 30, 2024.

I trust that you will concur with my choice and confirm my appointment. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'Christina M. Muryn'.

Christina M. Muryn  
Mayor

cc: Paul Sears  
Blanchard Valley Port Authority  
Donald J. Rasmussen, Director of Law



# AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
[www.findlayohio.com](http://www.findlayohio.com)

**JIM STASCHIAK II**  
CITY AUDITOR

Monday, June 08, 2020

The Honorable Council  
Findlay, Ohio

Council Members,

A set of summary financial reports for the prior month include:

Summary of Year-To-Date Information as of May 31<sup>st</sup>, 2020  
Financial Snapshot for General Fund as of May 31<sup>st</sup>, 2020  
Open Projects Report as of May 31<sup>st</sup>, 2020  
Cash & Investments as of May 31<sup>st</sup>, 2020

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read "Jim Staschiak II".

Jim Staschiak II  
City Auditor

**CITY OF FINDLAY**  
**SUMMARY OF YEAR-TO-DATE INFORMATION AS OF MAY 31, 2020**

	<b>EXPENDITURE BUDGET</b>	<b>Y-T-D EXPENSED</b>	<b>Y-T-D %</b>	<b>ANNUAL REVENUE BUDGET</b>	<b>Y-T-D RECEIVED</b>	<b>Y-T-D %</b>
COUNCIL	327,935	85,844	26.2%	4,300	825	19.2%
MAYOR'S OFFICE	351,501	142,623	40.6%	7,000	7,483	106.9%
AUDITOR'S OFFICE	727,737	264,132	36.3%	407,025	187	0.0%
TREASURER'S OFFICE	23,649	14,431	61.0%	-	-	0.0%
LAW DIRECTOR	665,827	304,094	45.7%	110,000	59,286	53.9%
MUNICIPAL COURT	2,501,301	978,811	39.1%	1,129,690	613,253	54.3%
CIVIL SERVICE OFFICE	160,791	54,687	34.0%	25,000	10,770	43.1%
PLANNING & ZONING	152,592	82,117	53.8%	-	-	0.0%
COMPUTER SERVICES	601,613	172,509	28.7%	597,999	598,772	100.1%
GENERAL EXPENSE	2,722,193	1,225,080	45.0%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	22,440,549	9,872,046	44.0%
POLICE DEPARTMENT	8,785,889	3,356,452	38.2%	562,800	253,380	45.0%
DISASTER SERVICES	55,647	45,576	81.9%	-	-	0.0%
FIRE DEPARTMENT	7,956,257	3,029,731	38.1%	282,000	3,933	1.4%
DISPATCH CENTER	1,122,376	494,512	44.1%	-	-	0.0%
N.E.A.T.	9,350	9,350	100.0%	-	-	0.0%
SAFETY DIRECTOR	128,704	48,616	37.8%	-	-	0.0%
HUMAN RESOURCES	159,736	58,552	36.7%	-	10	0.0%
SERVICE DIRECTOR	132,277	40,134	30.3%	-	-	0.0%
ENGINEERING OFFICE	862,339	267,802	31.1%	115,120	28,827	25.0%
PUBLIC BUILDING	542,367	101,488	18.7%	-	-	0.0%
ZONING	374,507	120,650	32.2%	76,000	40,462	53.2%
PARK MAINTENANCE	1,215,033	267,815	22.0%	130,920	124,749	95.3%
RESERVOIR RECREATION	26,973	1,808	6.7%	-	-	0.0%
RECREATION MAINTENANCE	101,796	14,641	14.4%	-	-	0.0%
RECREATION FUNCTIONS	1,105,707	288,003	26.0%	753,050	354,175	47.0%
CEMETERY DEPARTMENT	567,259	229,566	40.5%	194,000	104,571	53.9%
<b>TOTAL GENERAL FUND</b>	<b>31,381,356</b>	<b>11,699,025</b>	<b>37.3%</b>	<b>26,835,453</b>	<b>12,072,731</b>	<b>45.0%</b>

CONTINUED ON REVERSE

	<b>EXPENDITURE BUDGET</b>	<b>Y-T-D EXPENSED</b>	<b>Y-T-D %</b>	<b>ANNUAL REVENUE BUDGET</b>	<b>Y-T-D RECEIVED</b>	<b>Y-T-D %</b>
SCM&R STREETS	3,009,699	919,682	30.6%	2,388,600	1,308,946	54.8%
TRAFFIC-SIGNALS	649,380	180,105	27.7%	40,000	40,858	0.0%
<b>TOTAL SCM&amp;R FUND</b>	<b>3,659,079</b>	<b>1,099,787</b>	<b>30.1%</b>	<b>2,428,600</b>	<b>1,349,804</b>	<b>55.6%</b>
SCM&R HIWAYS	239,413	159,298	66.5%	169,975	82,307	48.4%
<b>TOTAL SCM&amp;R HIWAYS FUND</b>	<b>239,413</b>	<b>159,298</b>	<b>66.5%</b>	<b>169,975</b>	<b>82,307</b>	<b>48.4%</b>
AIRPORT OPERATIONS	1,085,938	316,562	29.2%	535,899	255,956	47.8%
<b>TOTAL AIRPORT FUND</b>	<b>1,085,938</b>	<b>316,562</b>	<b>29.2%</b>	<b>535,899</b>	<b>255,956</b>	<b>47.8%</b>
WATER TREATMENT	3,916,814	949,277	24.2%	12,000	48,693	405.8%
WATER DISTRIBUTION	1,990,599	655,182	32.9%	132,500	78,411	59.2%
UTILITY BILLING	1,243,199	329,061	26.5%	7,596,595	3,316,630	43.7%
SUPPLY RESERVOIR	769,896	154,157	20.0%	21,502	3,928	18.3%
<b>TOTAL WATER FUND</b>	<b>7,920,508</b>	<b>2,087,678</b>	<b>26.4%</b>	<b>7,762,597</b>	<b>3,447,663</b>	<b>44.4%</b>
SANITARY SEWER MAINT	1,081,450	412,544	38.1%	4,000	2,692	67.3%
STORMWATER MAINT	750,132	77,340	10.3%	777,500	325,979	41.9%
WATER POLLUTION CONTROL	3,479,414	1,379,056	39.6%	8,548,600	3,629,917	42.5%
<b>TOTAL SEWER FUND</b>	<b>5,310,996</b>	<b>1,868,940</b>	<b>35.2%</b>	<b>9,330,100</b>	<b>3,958,587</b>	<b>42.4%</b>
PARKING	95,504	39,919	41.8%	72,200	40,530	56.1%
<b>TOTAL PARKING FUND</b>	<b>95,504</b>	<b>39,919</b>	<b>41.8%</b>	<b>72,200</b>	<b>40,530</b>	<b>56.1%</b>
SWIMMING POOL	122,173	38,563	31.6%	87,000	87,000	100.0%
<b>TOTAL SWIMMING POOL FUND</b>	<b>122,173</b>	<b>38,563</b>	<b>31.6%</b>	<b>87,000</b>	<b>87,000</b>	<b>100.0%</b>
CIT ADMINISTRATION	19,605,271	7,244,628	37.0%	23,973,000	11,054,725	46.1%
<b>TOTAL CIT FUND</b>	<b>19,605,271</b>	<b>7,244,628</b>	<b>37.0%</b>	<b>23,973,000</b>	<b>11,054,725</b>	<b>46.1%</b>

**SNAPSHOT \$ FINANCIAL: GENERAL FUND**

Revenues/Expenditures & Key Balances Snapshot as of :

**2020**  
**Projected 5/31/2020**

**GENERAL FUND REVENUES & EXPENSES**

Prior Year Ending Cash Balance – Unappropriated \$ 13,295,064

Revenue and Receipts Projection General Fund \$ 27,624,296

Expenses Appropriated General Fund *(assumes \$0.00 returned by departments)* \$ (31,491,046)

**OPERATIONAL SURPLUS/(DEFICIT)** (\$3,866,750)

**BUDGETED UNENCUMBERED YEAR END GF CASH BALANCE** \$ 9,428,314

**FINANCIAL POLICY AMOUNTS**

	Minimum	Year End Projected Balance	Over/(Short)
Minimum Reserve Balance GF <small>(Resolution 002-2014 16.7% of Budget Expenses)</small>	\$ 5,027,962	\$ 9,428,314	\$4,400,352
Best Practice GF Minimum Reserve	\$ 7,541,943	\$ 9,428,314	\$1,886,371
GF Rainy Day Reserve Account #10000000-818002	\$ 1,000,000	\$ 1,000,000	\$0
Available Rainy Day amount that can be reserved **	\$ 1,513,452		(\$513,452)
Self Insurance Fund #6060	\$ 1,000,000	\$ 976,268	(\$23,732)
Severance Payout Reserve Fund #2090	\$ 1,000,000	\$ 980,545	(\$19,455)

**MONITORING INTANGIBLE / ANTICIPATED ITEMS**

**LIKELY      POSSIBLE**

**GENERAL FUND**

Revenue Differential + / (-)

Expense Differential + / (-)

    2020 Proposed Capital Improvements Plan General Fund Dollars

Fund Subsidies + / (-)

Unbudgeted Projects

**PROJECTED POTENTIAL YEAR END GF CASH BALANCE** (excludes rainy day reserve)

\*\* subject to release of prior year audit



**CITY OF FINDLAY  
OPEN PROJECTS AS OF MAY 31, 2020**

<b>PROJECT NUMBER</b>	<b>PROJECT NAME</b>	<b>TOTAL</b>	<b>TOTAL</b>	<b>TOTAL</b>	<b>CURRENTLY</b>
		<b>APPROPRIATED INCEPTION TO DATE</b>	<b>EXPENSED INCEPTION TO DATE</b>	<b>PENDING PURCHASE ORDERS</b>	<b>AVAILABLE TO SPEND</b>
31900300	2020 CUBE PARKING PH2	133,000	320	108,892	23,787
31900400	BAKERS CAFÉ RLF	27,274	27,274	-	-
31901600	C&D FERN CAFÉ LTD RLF	35,000	35,000	-	-
31948200	OHIO 629 - MARATHON	250,000	-	-	250,000
31950900	MUNI BLDG VIDEO RECORDING	130,000	127,272	-	2,728
31955300	ROWMARK 629 ROADWORK	100,000	1,516	2,234	96,250
31966700	TYLER CASHIERING IMPLEMENTATION	38,500	18,075	20,310	115
31966800	2017 ORC PD REQUIRED TRAINING	39,556	-	5,806	33,750
31972000	2017 SWALE LOT & WALK PATH	70,000	40,245	9,755	20,000
31972900	SALT BARN STRUCTURE	580,000	545,446	14,133	20,421
31976600	RESERVOIR PARKING LOT	15,000	-	-	15,000
31976900	2017 CRISIS INTERVENTION TRAINING	6,103	3,892	-	2,211
31977900	PUBLIC SAFETY SOFTWARE SYSTEM	731,770	631,506	17,190	83,074
31980300	BLANCH RVR GREENWAY TRAIL	666,300	80,301	539,705	46,294
31980800	ORC PD REQUIRED TRAINING	29,320	28,583	736	0
31983000	VHF RADIO SYSTEM	604,077	357,978	203,563	42,536
31983400	2018 SKATE PARK REPAIRS	7,000	-	-	7,000
31985900	HPD GRANT 2018	11,000	9,647	1,196	157
31990400	DISASTER RECOVERY SITE @ CUBE	55,000	3,895	-	51,105
31992500	FIBER OPTIC UPGRADE TO COUNTY	19,000	14,573	3,914	513
31993000	CUBE COOLING SYS CONDENSERS	20,000	-	11,800	8,200
31993600	KEEP ACTIVE KEEP HEALTHY PROG	100,000	39,550	3,529	56,921
31993700	19 CUBE PARKING LOT REPAIRS	144,157	127,967	6,916	9,273
31993800	RVR GREENTRAIL TO RIVERBEND	200,000	27,985	152,774	19,241
31994000	2019 EMORY ADAMS PARKING LOTS	19,800	-	-	19,800
31994600	PD QUICK RESPONSE GRANT FY2020	50,000	31,979	18,021	-
31994700	MUNI BUILDING HVAC CONTROLLER	195,000	57,787	115,500	21,713
31994900	FIRE STRICT FACILITY	250,000	-	-	250,000
31995000	HPD GRANT 2020	14,961	-	-	14,961
<b>GENERAL FUND PROJECTS</b>		<b>4,346,544</b>	<b>2,148,197</b>	<b>1,127,083</b>	<b>1,071,264</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
32542300	OIL DITCH CLEANING	20,000	-	-	20,000
32549500	HOWARD RUN DITCH CLEANING	6,000	-	-	6,000
32593900	COUNTRY CLUB DR SLOPE REHAB	332,731	62,801	230,930	39,000
32800200	20 STREET PREV MAINT PROGRAM	200,000	51,711	77,889	70,400
32801100	E SANDUSKY CORRIDOR/SAFETY	50,000	5,306	30,065	14,630
32842500	BLANCHARD/6TH TRAN ALT PLAN	31,000	13,211	17,289	500
32852700	W SANDUSKY/WESTERN AVENUE	190,000	15,299	10,765	163,936
32852900	LIMA/WESTERN INTERSECCION	339,934	282,466	-	57,468
32864600	CR212/CR236 WIDENING	140,000	77,558	60,059	2,383
32872100	S MAIN/LINCOLN INTERSECTION	125,000	46,180	27,190	51,630
32872800	S MAIN/MAIN CROSS INTERSECTION	125,000	47,081	23,115	54,804
32873100	S MAIN/ SANDUSKY INTERSECTION	125,000	46,766	22,935	55,299
32876000	BLANCHARD/LINCOLN BIKE LANE	3,471,500	366,042	55,823	3,049,636
32884500	ODOT FY20 RESURF PID100184	2,101,451	98,463	1,060	2,001,929
32890600	TRAFFIC SIGNAL UPGRADES 2019	265,000	264,277	714	9
32893100	19 TRAFFIC POLE REPLACEMENT	50,000	37,930	3,600	8,470
32894300	LOGAN AVE PH3 CDBG	20,000	9,495	10,005	500
32894500	2020 RESURFACING	751,000	187	-	750,813
<b>SCM&amp;R FUND PROJECTS</b>		<b>8,343,616</b>	<b>1,424,772</b>	<b>571,438</b>	<b>6,347,406</b>
35284600	ODOT AVIAT BEACON & WINDSOCK	178,681	23,000	155,559	122
35293200	AIP-27 RUNWAY 7/25 REHAD CRACK SEAL	139,183	24,987	-	114,196
35293400	AIP-27 REHAB TAXIWAY A - DESIGN	59,000	-	306	58,694
<b>AIRPORT FUND PROJECTS</b>		<b>376,864</b>	<b>47,987</b>	<b>155,865</b>	<b>114,318</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
35500500	CHAPEL DR STORM SEWER	25,000	1,073	9,228	14,700
35577600	HOWARD ST SEWER SEP PH 1	1,473,825	697,003	517,734	259,089
35592200	BLANCH ST STORM SEW REPLACE	20,000	-	-	20,000
35592300	CIMARRON COURT DRAINAGE	95,000	9,940	52,456	32,604
35594100	CR 180 DRAINAGE PLAN	90,916	167	86,916	3,833
35595100	BLANCHARD ST CATCH BASIN REPL	151,685	116,911	20,879	13,896
35600100	SEWER TELEVIING	1,000	-	300	700
35600600	20 SEWER & MANHOLE LINING	1,000	1,097	-	(97)
35601000	2020 MANHOLE ADJUSTMENT	75,000	3,815	8,185	63,000
35601200	BLUE BONNET/BITTERSWEET SAN	20,000	9,950	7,350	2,700
35601300	WPC CLARIFIER 3&4 REHAB	20,000	-	17,000	3,000
35674500	LTCP EVALUATION STUDY	340,000	313,449	20	26,531
35674900	SEWER PARKING LOTS	38,000	32,342	-	5,658
35675000	SANITARY SEWER CR 212	45,000	7,269	731	37,000
35675500	DISTRIBUTION DR SAN SEWER	94,530	834	74,530	19,166
35680200	2018 SEWER LINING & MANHOLE	385,900	68,440	304,438	13,022
35681100	2018 ANNUAL SEWER TELEVISIONING	150,000	123,580	20,527	5,893
35681200	WPC UV SYSTEM REPLACEMENT	2,878,500	2,649,111	74,332	155,057
35691300	19 SEWER LINING & MANHOLE	400,000	5,167	388,073	6,760
35691400	19 SEWER TELEVISIONING	300,000	60,334	234,648	5,018
35691700	MADISON & MONROE	45,000	41,476	1,055	2,469
35691800	SR12 & DAVIS SAN SEWER	60,000	46,820	9,569	3,611
35691900	WEST MAIN CROSS SAN SEWER	20,000	18,891	1,109	-
<b>SEWER FUND PROJECTS</b>		<b>6,705,356</b>	<b>4,206,597</b>	<b>1,819,852</b>	<b>678,908</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
35700900	2020 WATER VALVE ADJUSTMENT	10,000	62	938	9,000
35754100	RAW WATERLINE/TRANSFER STATION	230,000	202,890	-	27,110
35774300	TR215 WATERLINE EXTENSION	411,575	321	381,575	29,679
35775800	RESERVOIR 1 RAMP REPAVING	20,000	-	-	20,000
35781800	WTP SCADA SYSTEM UPGRADES	585,600	7,616	560,000	17,984
35781900	WATER ASSET MGT OEPA MSTR	350,000	37,443	7,557	305,000
35782200	UB OFFICE RENOVATIONS	10,000	6,515	-	3,485
35782300	WTP ROOF REPLACEMENT	535,000	254,614	241,715	38,671
35782500	RESERVOIR #2 RAMP REPAVING	25,000	-	-	25,000
35782600	WTP & RES SECURITY CAMERAS	150,000	-	82,497	67,503
35782800	RESERVOIR TRANSFER LINE REHAB	20,000	167	-	19,833
35783300	WATER METER SYSTEM REPLACE	250,000	154	-	249,846
35783500	2018 UTILITY RATE STUDY	25,000	-	24,900	100
35783900	WTP BULK WATER STATION	50,000	-	-	50,000
35790200	E BIGELOW WL REPLACE	275,000	236,899	5,016	33,084
35790800	WTP CO2 TANKS REPLACEMENT	50,000	-	-	50,000
35791100	HOWARD ST WL REPLACEMENT	557,500	246,850	-	310,651
35792400	CR140 WATERLINE OVERSIZING	42,935	-	42,935	-
35793300	OLIVE ST WL REPLACEMENT	560,145	34,099	450,900	75,146
35794400	LARGE METER TESTING CALIBRAT	95,625	-	95,625	-
35795200	RUTHERFORD WL REPLACEMENT	120,000	60,781	52,079	7,140
35795300	SIXTH ST WATERLINE REPLACE	555,430	22,828	477,983	54,620
35795400	W MELROSE AVE WATERLINE	161,000	80,430	74,863	5,707
<b>WATER FUND PROJECTS</b>		<b>5,089,810</b>	<b>1,191,668</b>	<b>2,498,583</b>	<b>1,399,559</b>

CITY OF FINDLAY  
CASH & INVESTMENTS AS OF MAY 31, 2020

<u>AMOUNT</u>	<u>DESCRIPTION AND RATE</u>	<u>BANK/FIRM</u>
\$ 1,144,000.00	STAR OHIO @ 0.730%	
123,304.26	STAR OHIO @ 0.730%	
3,500.00	STAR OHIO @ 0.730%	
1,487,401.75	STAR OHIO @ 0.730%	
24,000,000.00	STAR PLUS @ 0.200%	
22,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
979,531.25	US TREASURY @ 1.500%	PNC BANK
1,998,649.10	US TREASURY @ 2.500%	D A DAVIDSON
981,110.00	US TREASURY @ 1.625%	KEY BANK
973,610.00	US TREASURY @ 1.375%	KEY BANK
1,995,820.00	FFCB @ 2.900%	KEY BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 2.650%	WATERFORD BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 1.790%	FIRST NATIONAL BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 1.510%	FIRST FEDERAL BANK
<hr/>		
\$ 56,926,926.36	INVESTMENT TOTAL	
3,362,041.65	5/3 BANK ACCOUNT BALANCE	
-	ACCRUED INVESTMENT INTEREST	
<hr/>		
<b><u>\$ 60,288,968.01</u></b>	<b>TOTAL CASH &amp; INVESTMENTS</b>	

**UNAPPROPRIATED FUND BALANCES (CURRENT CASH BALANCES ON REVERSE)**

GENERAL	\$ 9,428,314
SCM&R	247,243
SCM&R HIWAY	234,470
SEVERANCE PAYOUT RESERVE	980,545
AIRPORT	99,980
WATER	2,687,325
SEWER	7,244,730
STORMWATER	2,174,100
PARKING	41,292
CIT ADMINISTRATION	246,589
CIT CAPITAL IMPROVEMENT	3,489,611

CITY OF FINDLAY

**BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF MAY 31, 2020**

\$16,116,697.37	General Fund
1,000,000.00	General Fund Restricted Rainy Day
1,990,644.42	General Fund Projects
1,689,251.16	SCM&R Fund
2,915,434.71	SCM&R Fund Projects
-	County Permissive License Fund
233,146.38	State Highway Fund
212.57	Law Enforcement Trust Fund
3,716.87	Drug Law Enforcement Trust Fund
296,446.48	ID Alcohol Treatment Fund
64,247.99	Enforcement & Education Fund
575,759.43	Court Special Projects Fund
144,422.93	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
148,865.40	Alcohol Monitoring Fund
142,542.89	Mediation Fund
171,032.07	Electronic Imaging Fund
20,589.72	Legal Research Fund
841,723.51	Severance Payout Fund
552,638.40	Debt Service Fund
19,318.44	CR 236 TIF Fund
657,578.06	Municipal Court Improvement Fund
565,150.20	Airport Fund
60,403.60	Airport Fund Projects
5,904,393.27	Water Fund
887,109.05	Water Fund Restricted
3,604,835.15	Water Fund Projects
7,045,163.53	Sewer Fund
5,187,927.59	Sewer Fund Restricted
2,590,475.06	Sewer Fund Projects
68,482.82	Parking Fund
-	Parking Fund Projects
88,432.79	Swimming Pool Fund
-	Swimming Pool Fund Projects
27,129.00	Internal Service Central Stores Fund
712,162.55	Internal Service Workers Comp Fund
1,158,086.76	Internal Service Self Insurance Fund
2,559,643.26	CIT Fund
3,533.28	CIT Fund- Restricted Capital Improvements
-	CIT Fund-Restricted Flood Mitigation
155,883.09	Police Pension Fund
155,883.09	Fire Pension Fund
51,559.97	Unclaimed Monies Fund
103,356.86	Tax Collection Agency Fund
1,500,091.52	Cemetery Trust Fund
159,728.94	Private Trust Fund
99,731.93	Guaranteed Deposits
-	Special Assessments Pavements Fund
250.37	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
13,175.97	Special Assessments Storm Fund
<b><u>\$60,288,968.01</u></b>	<b>TOTAL CASH &amp; INVESTMENTS</b>

**City of Findlay**  
**Police Department**  
318 Dorney Plaza, Room 116  
Findlay, OH 45840  
Phone 419-424-7194 Fax 419-424-7296  
[www.findlayohio.com](http://www.findlayohio.com)



June 8, 2020

Honorable Council:

Attached are the Findlay Police Department activity stats for May 2020.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert K. Ring".

Robert K. Ring  
Captain

**FINDLAY POLICE DEPARTMENT**  
**Monthly Activities Report - 2020**

Category	2020		JAN Total	FEB Total	MAR Total	APR Total	MAY Total	JUN Total	JUL Total	AUG Total	SEP Total	OCT Total	NOV Total	DEC Total
	Total	Avg												
<b>Detective Division</b>														
City (Law Director)	319	63.80	62	66	67	51	73							
County	115	23.00	14	26	30	20	25							
Juvenile	34	6.80	8	10	6	4	6							

<b>Vice Narcotics/Metrich</b>														
Narcotics Investigation	134	26.80	40	33	28	18	15							
Felony														
Arrests	63	12.60	20	10	17	10	6							
Charges	104	20.80	33	15	30	18	8							
Misdemeanor														
Arrests	6	1.2	0	6	0	0	0							
Charges	0	0	0	0	0	0	0							
Drug Talks	0	0.00	0	0	0	0	0							

<b>Patrol Division</b>														
Traffic Stops	1,655	331.00	536	463	283	91	282							
Citations	1,053	210.60	368	254	209	82	140							
OVI	68	13.60	15	15	13	11	14							
Accidents														
Non-Injury	341	68.20	100	89	55	28	69							
Injury	51	10.20	8	11	11	7	14							
Complaints														
Homicide	0	0.00	0	0	0	0	0							
Robbery	5	1.00	2	2	0	0	1							
Assault	160	32.00	38	45	28	33	16							
Sex Offenses	53	10.60	10	13	7	10	13							
Unlawful Entry	72	14.40	14	20	20	13	5							
Theft/Fraud/Shoplifting	387	77.40	95	87	93	59	53							
Motor Vehicle Theft	26	5.20	9	2	3	8	4							
Arson	0	0.00	0	0	0	0	0							
Criminal Damage/Vandalism	91	18.20	17	23	15	11	25							
Domestic Dispute	359	71.80	64	69	60	71	95							
Alcohol/Drug	229	45.80	51	44	43	33	58							
Warrants Served	205	41.00	73	58	36	17	21							
Arrests	724	144.80	187	182	154	68	133							
Reports Generated	3,730	746.00	1,234	971	621	430	474							
School Walk Thru/Public Relation	242	48.40	109	72	48	4	9							

<b>Special Assignment Unit</b>														
Events	0	0.00	0	0	0	0	0							
Arrests	0	0.00	0	0	0	0	0							
Traffic Citations	0	0.00	0	0	0	0	0							
Traffic Warning	0	0.00	0	0	0	0	0							
OVI	0	0	0	0	0	0	0							
Minor Misdemeanor Citations	0	0.00	0	0	0	0	0							
Warrants Served	0	0.00	0	0	0	0	0							
Alcohol/Drug Offenses	0	0.00	0	0	0	0	0							
Weapons Offenses	0	0.00	0	0	0	0	0							
Cases Referred for Charges	0	0.00	0	0	0	0	0							
Surveillance Details	0	0.00	0	0	0	0	0							
Assists to other PD Divisions	0	0.00	0	0	0	0	0							

<b>Municipal Court</b>														
Papers Processed	1037	207.40	279	259	224	116	159							
Paper Service Hours	491	98.20	110	115	101	76	89							
Security Hours	323	64.60	54	36	77	90	66							
Prisoners To/From Court	13	2.60	2	8	2	0	1							
Miles Driven	2,838	567.60	796	766	621	179	476							
Summons	327	65.40	84	75	59	38	71							
Overtime Hours	12.5	2.50	0.5	1	0	2	9							









## AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
[www.findlayohio.com](http://www.findlayohio.com)

**JIM STASCHIAK II**  
CITY AUDITOR

Tuesday, June 09, 2020

The Honorable Council  
Findlay, Ohio

**It is respectfully requested this letter be read into the record of the Council Meeting.**

Dear Council Members,

During the budget and pre-budget meetings I mentioned it is time to consider increasing the City's 'Rainy Day Reserve Account' to an amount closer Ohio's statutory limit. Historically, it is funded to a level of \$1,000,000 and would be used in the event the operational revenues fall short of the total resources available under Ohio law for operations.

Due to the COVID-19 pandemic, I can think of no better time to do so than at this moment. Per the Financial Snapshot report provided in your current council packet the account can be increased by an amount of approximately \$500,000. There isn't a more strategic move that you can make to buffer the City's ability to pay operational costs and by creating time to react to a General Fund Revenue shortfall.

Since the creation of the City's 'Rainy Day Reserve Account' in 2009, the appropriated operations budget has increased 21% and the account balance has remained fixed. The funding level of this account could be tied to the growth in the operations budget as part of an adopted policy ordinance. I would be willing to discuss this aspect with your appropriations committee.

By copy of this letter I have requested the Director of Law prepare legislation for your meeting on June 16<sup>th</sup> meeting appropriating monies to bolster the fund:

From: General Fund                      To: General Fund Rainy Day Reserve Account \$500,000.00

Respectfully submitted,

Jim Staschiak II  
City Auditor

CC: C. Muryn



# AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
www.findlayohio.com

**JIM STASCHIAK II**  
CITY AUDITOR

June 10, 2020

City of Findlay Council  
Findlay OH 45840

Dear Council Members:

At your May 19, 2020 meeting, Council authorized the application and acceptance process of a U.S. Department of Justice Coronavirus Emergency Supplemental Funding Program grant. We received notification on June 3, 2020 that the City was awarded the grant in the amount of \$37,181.00.

It is the intention to use the funding for items such as sanitizing supplies, specialized disinfection sprayers, GPS monitoring devices used by the court, and installation of sneeze guards or shields at various counters.

At this time, an appropriation of the grant funds is needed in order to move forward with using the awarded grant. By copy of this letter, the Law Director is requested to prepare the appropriation as follows:

FROM: US DOJ Coronavirus Emergency Supplemental Funding Program Grant	\$37,181.00
TO: DOJ Coronavirus Grant (project 31902400)	\$37,181.00

Please feel free to contact me if you have any questions regarding this grant.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ginger Sampson".

Ginger Sampson, CPA  
Deputy City Auditor

c: Don Rasmussen, Law Director



June 10, 2020

Findlay City Council  
318 Dorney Plaza  
Findlay, OH 45840

RE: City of Findlay Revolving Loan Fund  
Request for Appropriation

Dear Honorable Members of Council:

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Stix Restaurant LLC in the amount of \$10,000.00. The funding will provide funds for working capital. The closing date for the loan has been set for June 19, 2020.

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

FROM:	City of Findlay Revolving Loan Fund	\$10,000.00
TO:	Stix Restaurant LLC (31902500)	\$10,000.00 working capital

I request that City Council waive the required three readings and this ordinance be passed on an emergency basis in order to accommodate the timeline of the project. The appropriation of City RLF funds have historically been passed on an emergency basis in order to accommodate the time sensitive needs of businesses and the bank involved in financing the project.

If you need any addition information, please do not hesitate to contact me.

Sincerely,

Matthew Cordonnier, Director  
Hancock Regional Planning Commission

CC: Don Rasmussen  
Ginger Sampson



June 10, 2020

Findlay City Council  
318 Dorney Plaza  
Findlay, OH 45840

RE: City of Findlay Revolving Loan Fund  
Request for Appropriation

Dear Honorable Members of Council:

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Signed by Josette LLC dba Fastsigns of Findlay in the amount of \$10,000.00. The funding will provide funds for working capital. The closing date for the loan has been set for June 19, 2020.

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

FROM:	City of Findlay Revolving Loan Fund	\$10,000.00
TO:	Signed by Josette LLC dba Fastsigns of Findlay (31902900)	\$10,000.00 working capital

I request that City Council waive the required three readings and this ordinance be passed on an emergency basis in order to accommodate the timeline of the project. The appropriation of City RLF funds have historically been passed on an emergency basis in order to accommodate the time sensitive needs of businesses and the bank involved in financing the project.

If you need any addition information, please do not hesitate to contact me.

Sincerely,

Matthew Cordonnier, Director  
Hancock Regional Planning Commission

CC: Don Rasmussen  
Ginger Sampson



# TREASURER'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7107 • Fax: 419-424-7866

## Treasurer's Reconciliation for May 31, 2020

---

### TREASURER

Fifth Third Initial Balance	3,826,696.15
- Withdrawals ()	(4,343,836.81)
+ Deposits	4,335,417.23
	<u>3,818,276.57</u>
- Outstanding checks ()	(456,833.92)
Deposit in Transit	599.00

---

Treasurer's Checking Bal	3,362,041.65
--------------------------	--------------

Investment Principal	56,926,926.36
----------------------	---------------

Treasurer's Total Cash and Investments	60,288,968.01
--	---------------

### AUDITOR

Auditor's Checking Bal	3,362,041.65
------------------------	--------------

Auditor's Total Cash and Investments	60,288,968.01
--------------------------------------	---------------

Respectfully submitted,

Susan Jo Hite  
Treasurer



June 10, 2020

Findlay City Council  
318 Dorney Plaza  
Findlay, OH 45840

RE: City of Findlay Revolving Loan Fund  
Request for Appropriation

Dear Honorable Members of Council:

On June 10, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to Modcraft LLC 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 19, 2020.

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

FROM:	City of Findlay Revolving Loan Fund	\$35,000.00
TO:	Modcraft LLC (31902600)	\$35,000.00 working capital

I request that City Council waive the required three readings and this ordinance be passed on an emergency basis in order to accommodate the timeline of the project. The appropriation of City RLF funds have historically been passed on an emergency basis in order to accommodate the time sensitive needs of businesses and the bank involved in financing the project.

If you need any addition information, please do not hesitate to contact me.

Sincerely,

Matthew Cordonnier, Director  
Hancock Regional Planning Commission

CC: Don Rasmussen  
Ginger Sampson





## Office of the Mayor

Christina Muryn

318 Dorney Plaza, Room 310

Findlay, OH 45840

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

www.findlayohio.com

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

June 10, 2020

Members,

You may recall the success the City of Findlay had with acquiring grant dollars for the FAA FY2020 Taxiway Alpha Rehabilitation project. We had originally planned to spend \$432,624.00, but the grant was fully funded, keeping those match dollars (approximately \$22,000) in City coffers.

The airport has another opportunity to obtain infrastructure funding. ODOT- Office of Aviation has a program that will fund a rehabilitation project on our main ramp area.

ODOT has cited this as an area that needs to be planned for Pavement Rehabilitation. We would like to be proactive and take advantage of the current grant environment. Our proposal would be to apply for the FY2021 ODOT Aviation Direct grant with a 5% contribution of \$25,000. If awarded, the City would receive \$500,000.00. We would move through an appropriation process at that time.

While there is no guarantee that we will be awarded the grant, it is worth putting in the work to try. Our contribution of 5% will also increase our chances of getting the award.

Legislation has been requested for permission to apply for the grant. The deadline for submittal is July 15<sup>th</sup>.

Please contact me with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Schmelzer", is written over the typed name.

Paul E. Schmelzer, Safety Director

Cc: Christina Muryn, Mayor  
Don Rasmussen, Law Director  
Brian Thomas, Service Director  
Jim Stashiak, Auditor  
Matt McVicker, Airport Manager



## Office of the Mayor

Christina Muryn

318 Dorney Plaza, Room 310

Findlay, OH 45840

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

[www.findlayohio.com](http://www.findlayohio.com)

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

June 10, 2020

Members,

ODOT has approached the City regarding a short term lease of the airport auxiliary building. I have discussed a lease rate of \$4500 per month plus utilities with ODOT.

A draft lease agreement has been sent to ODOT for review. They want use of the facility as a project office for the next 12 months.

I view the revenue as a good way to fund HVAC upgrades to the building. We are still determining estimated costs for the upgrades, but prior estimates were around \$20,000.

We are also interested in being a good public sector partner to ODOT.

Please contact me with any questions.

Sincerely,

Paul E. Schmelzer, Safety Director

Cc: Christina Muryn, Mayor  
Don Rasmussen, Law Director  
Brian Thomas, Service Director  
Jim Stashiak, Auditor  
Matt McVicker, Airport Manager

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
JUNE 16, 2020**

**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. 2020-051** (*farmland lease*) **requires three (3) readings** **third 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.

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

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

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

**ORDINANCE NO. 2020-062** **requires three (3) readings** **third 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.

# 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

JUNE 16, 2020

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, JUNE 16, 2020 MEETING.

### **RESOLUTIONS**

- 018-2020 A RESOLUTION ADOPTING A FIVE YEAR CAPITAL IMPROVEMENT PLAN POLICY; A MINIMUM RESERVE BALANCE POLICY; AND A RAINY DAY RESERVE ACCOUNT AS PROMULGATED BY THE CITY AUDITOR'S OFFICE, AND REPEALING ALL RESOLUTIONS AND/OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.
- 019-2020 A RESOLUTION AUTHORIZING THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND UTILIZE THE CARES ACT FUND DOLLARS ON ELGIBLE EXPENDITURES SPECIFIED IN SECTION 5001 OF THE CARES ACT AND PURUSANT TO SENATE BILL 310, AND DECLARING AN EMERGENCY.

### **ORDINANCES**

- 2020-070 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2020-071 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- 2020-072 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- 2020-073 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- 2020-074 AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) TO RECEIVE GRANT FUNDS FROM THE OHIO DEPARTMENT OF TRANSPORTATION OFFICE OF THE AVIATION FOR THE PAVEMENT REHABILITATION PROJECT OF THE CITY'S MAIN RAMP AREA, AND DECLARING AN EMERGENCY.
- 2020-075 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A LEASE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR LEASING OUT THE CITY OF FINDLAY'S AIRPORT AUXILIARY BUILDING LOCATED AT 1205 LIMA AVENUE, FINDLAY, OHIO, WAIVING FORMAL ADVERTISING AND BIDDING, AND DECLARING AN EMERGENCY.

## RESOLUTION NO. 018-2020

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

WHEREAS, the City Auditor has set forth a proposed a Minimum Reserve Balance Policy, and a Five Year Capital Improvement Plan Policy which Council deems appropriate and wishes to endorse same to serve as guidelines for the future operations of City of Findlay; and,

WHEREAS, Ohio Revised Code 5705.13 permits a municipality to establish a Rainy Day Reserve Account which requires a city to set forth a purpose for said account; where said reserve will be established; and the total amount to be reserved in said account; and,

WHEREAS, it is the desire of this Council to also establish a Rainy Day Reserve Account within the General Fund for with the purpose of stabilizing the City budget's against cyclical changes in revenues and expenditures.

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

SECTION 1: That the following Financial Plan Policies be and the same is hereby approved and adopted as follows:

### **Five Year Capital Improvement Plan Policy**

Annually, the Administration will present to Council a five-year capital improvement plan when submitting next year's capital improvement budget. The plan will prioritize all anticipated expenditures greater than one hundred thousand dollars (\$100,000.00) and estimate the impact of debt service on the City budget for any proposed debt.

For business-like projects and enterprise reserves, a five-year pro-forma revenue and expense statement will be created in addition to the five-year capital improvement plan, to determine the impact of future capital improvements. The Administration will also report to Council the expected impact on rates or user fees, if applicable.

### **Minimum Reserve Balance Policy**

The City will budget Minimum Reserve Balance for unforeseen emergencies or revenue shortfalls and to eliminate the need for short-term borrowing for cash-flow needs. The minimum reserve balances for next year will be estimated during the operational budgeting process. If events trigger a breach of the reserve balance reserves during a fiscal year, this will be brought to Council and corrective action planned to eventually restore the Minimum Reserve Balance. This Minimum Reserve Balance should be adjusted periodically upward to keep pace with the City's expenses, so that the Minimum Reserve Balance target is approximately sixteen and seven tenths percent (16.7%) of the City's General Fund expenses or approximately two months operating expenses in said fund.

SECTION 2: That a Rainy Day Reserve Account be and the same is hereby established as follows:

**Purpose: to stabilize City budgets against cyclical changes in revenues and expenditures.**

**Rainy Day Reserve Account** – established pursuant to Ohio Revised Code 5705.13 a Reserve Balance Account, also called the “Rainy Day Reserve Account”, will be created within the General Fund, to be used in emergencies for operational expenses thus stabilizing City budgets against cyclical changes in revenues and expenditures. The reserve balance account will not exceed five percent (5%) of the previous year’s revenues, as dictated by state law. The target amount for this reserve account should be adjusted upward in future years as the City’s expenses grow, to stay at approximately five percent (5%) of the City’s General Fund expenses. The total amount to be reserved in said Rainy Day Reserve Account will be one million five hundred thousand dollars (\$1,500,000.00).

SECTION 3: That the Auditor be and he is hereby authorized to establish a Rainy Day Reserve Account within the General Fund, and to transfer one million dollars (\$1,000,000.00) from the General Fund to the Rainy Day Reserve Account.

SECTION 4: This Resolution 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 enact said legislation so that these policies and statutorily-created reserve may be established forthwith thus enhancing the City’s overall fiscal policy.

WHEREFORE, this Resolution 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 \_\_\_\_\_

## RESOLUTION NO. 019-2020

**A RESOLUTION AUTHORIZING THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND UTILIZE THE CARES ACT FUND DOLLARS ON ELGIBLE EXPENDITURES SPECIFIED IN SECTION 5001 OF THE CARES ACT AND PURUSANT TO SENATE BILL 310, AND DECLARING AN EMERGENCY.**

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136 (the CARES Act) was signed into law by the President of the United States on March 27, 2020, and;

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the "Coronavirus Aid, Relief, and Economic Security Act" in Amended Substitute Senate Bill 310 of the 133<sup>rd</sup> General Assembly (S.B. 310), and;

WHEREAS, S.B. 310 requires subdivisions receiving funds to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of Section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds, and;

WHEREAS, the City of Findlay, Ohio is requesting its share of funds from the County Coronavirus Relief Distribution Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio, that said City Council affirms that all funds received from the County Coronavirus Relief Distribution Fund pursuant to S.B. 310 be expended only to cover costs of the subdivision consistent with the requirements of Section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the City of Findlay's most recently approved budget as of March 27, 2020, and;
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

FURTHERMORE, in compliance with S.B. 310, be it resolved by the City Council of the City of Findlay, Ohio that the City Auditor take all necessary action to:

1. On or before October 15, 2020, pay any unencumbered balance of money in the City of Findlay's local Coronavirus Relief Fund to the County Treasurer, and;
2. On or before December 28, 2020, pay the balance of any money in the City of Findlay's local Coronavirus Relief Fund to the State Treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management, and;
3. Provide any information related to any payments received under S.B. 310 to the Director of the Ohio Office of Budget and Management as requested.

SECTION 1: That the Council of the City of Findlay, Ohio authorizes the use of County Coronavirus Relief Distribution funds within the requirements of Section 5001 of the CARES Act as described in 42 U.S.C. 601(d).

SECTION 2: That the City Auditor being the Fiscal Officer of the City of Findlay, Ohio is hereby authorized to apply for and utilize said fund as described aforementioned.

SECTION 3: 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 \_\_\_\_\_

**ORDINANCE NO. 2020-070**

**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:	US DOJ Coronavirus Emergency Supplemental	\$ 37,181.00
TO:	DOJ Coronavirus Grant (project 31902400)	\$ 37,181.00

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 awarded grant funds may 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. 2020-071

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

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

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

FROM:	Revolving Loan Fund	\$ 10,000.00
TO:	Stix Restaurant LLC <i>project #31902500</i>	\$ 10,000.00

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw ten thousand dollars and no cents (\$10,000.00) from the Revolving Loan Fund Account held at Fifth Third Bank.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that Stix Restaurant LLC may apply said funds towards their working capital.

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

## ORDINANCE NO. 2020-072

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

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

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

FROM:	Revolving Loan Fund	\$ 10,000.00
TO:	Signed by Josette LLC dba Fastsigns of Findlay <i>project #31902900</i>	\$10,000.00

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw ten thousand dollars and no cents (\$10,000.00) from the Revolving Loan Fund Account held at Fifth Third Bank.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that Signed by Josette LLC dba Fastsigns of Findlay may apply said funds towards their working capital.

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2020-073**

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

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

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

FROM:	Revolving Loan Fund	\$ 35,000.00
TO:	Modcraft LLC <i>project #31902600</i>	\$ 35,000.00

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw thirty-five thousand dollars and no cents (\$35,000.00) from the Revolving Loan Fund Account held at Fifth Third Bank.

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

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

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

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MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2020-074**

**AN ORDINANCE AUTHORIZING THE SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) TO RECEIVE GRANT FUNDS FROM THE OHIO DEPARTMENT OF TRANSPORTATION OFFICE OF AVIATION FOR THE PAVEMENT REHABILITATION PROJECT OF THE CITY'S MAIN RAMP AREA, AND DECLARING AN EMERGENCY.**

WHEREAS, the City is in the process of securing a grant from the Ohio Department of Transportation (ODOT) Office of Aviation in the estimated amount of five hundred thousand dollars and no cents (\$500,000.00), and;

WHEREAS, said grant along with the City's contribution of twenty-five thousand dollars and no cents (\$25,000.00) will be used for the rehabilitation of the City of Findlay Airport main ramp area.

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

SECTION 1: That the Safety Director of the City of Findlay be and he is hereby authorized to sign the necessary grant applications for the FY2020 Pavement Rehabilitation Project grant from the ODOT Office of Aviation.

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, as well as sign the grant application so that this project may proceed according to dictated timelines.

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

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

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MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2020-075**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A LEASE AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR LEASING OUT THE CITY OF FINDLAY'S AIRPORT AUXILIARY BUILDING LOCATED AT 1205 LIMA AVENUE, FINDLAY, OHIO, WAIVING FORMAL ADVERTISING AND BIDDING, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Findlay is desirous to temporarily lease the City of Findlay Airport Auxiliary Building located at 1205 Lima Avenue, Findlay, Ohio to the Ohio Department of Transportation (ODOT) to be utilized as a temporary project office and storage facility during their bridge and roadway reconstruction project in the vicinity, and;

WHEREAS, ODOT agrees to pay the City of Findlay Four Thousand Five Hundred Dollars and no cents (\$4,500.00) per calendar month plus any and all utilities associated with said building due the first day of each month from July 2020 through June 2021 with the option of negotiating an extension should the need arise, and;

WHEREAS, per Ohio Revised Code 723.121, the City of Findlay is not required to formally advertise and bid the leasing of City-owned property when leasing to a State Agency.

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

SECTION 1: That the Mayor of the City of Findlay be and she is hereby authorized to enter into a lease agreement to lease the City of Findlay's Airport Auxiliary Building to the Ohio Department of Transportation.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize said lease agreement so that ODOT may utilize the City of Findlay's Airport Auxiliary Building.

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 \_\_\_\_\_