

# FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

JUYL 21, 2020

COUNCIL CHAMBERS

## ROLL CALL of 2020-2021 Councilmembers

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

- Acceptance or changes to the July 7, 2020 Public Hearing minutes for Estimated Revenues for Fiscal Year 2021.
- Acceptance or changes to the July 7, 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 – University of Findlay (College St/Frazier St)**

Peterman Associates, Inc. on behalf of the University of Findlay, is requesting to vacate the north/south alley between 0 College Street, 332 Frazier Street, and 328 Frazier Street, Lots 5808, 5809, 5796, and 5797 in the Howard Addition. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

### WRITTEN COMMUNICATIONS:

The **Hancock Regional Planning Commission** held a zoom meeting on July 15, 2020. Discussion topics:

- Discussion about publishing required public notices using web sites vs. The Courier to save costs and hopefully increase distribution.
- County has cut their contribution to the HRPC by approximately \$17,000. As a result, the HRPC staff has gone to a four-day/week schedule although the office will remain open five days a week. They will remain on this schedule for the remainder of the year. They are participating in the Shared Work Ohio Program which supplements lost staff wages through unemployment funding.
- Note: The City of Findlay has budgeted and contributed \$136,500 to HRPC in 2020.
- Reviewed a potential request for variance to the lot size requirements on a property in Washington Township. The majority were not in favor of the potential variance.
- City, Village, Township, Blanchard River Watershed Partnership & HRPC summaries were presented by various attendees.
  - CARES Act and how that could be spent was discussed. HRPC offered assistance to the townships to administer CARES Act funding.
  - HRPC has contracted with a Toledo-based attorney who specializes in zoning issues to assist with Village and Township zoning updates.

### REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

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

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

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

**Board of Zoning Appeals minutes** – June 11, 2020.

**Precipitation and Reservoir levels report** – second (2<sup>nd</sup>) quarter April - June 2020.

#### **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 June 30, 2020
- Financial Snapshot for General Fund as of June 30, 2020
- Open Projects Report as of June 30, 2020
- Cash & Investments as of June 30, 2020

**Treasurer's Reconciliation Report** – June 30, 2020.

**Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control** for Casey’s Marketing Co, dba Casey’s General Store 3778, located at 1403 North Main Street, Findlay, Ohio for a C2 liquor permit. This requires a vote of Council.

Robert K. Ring, Chief of Police – Casey’s Marketing Co, dba Casey’s General Store 3778, located at 1403 North Main Street, Findlay, Ohio. A check of the records shows no criminal record on the following:

- Terry W. Handley
- Robert C. Ford
- James R. Pistillo
- Michael R. Richardson
- Jay Soupene
- Julia L. Jackowski

**Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control** for Dolgen Midwest LLC, dba Dollar General Store 21084, located at 707 South Blanchard Street, Findlay, Ohio for a C1 liquor permit. This requires a vote of Council.

Robert K. Ring, Chief of Police – Dolgen Midwest LLC, dba Dollar General Store 21084, located at 707 South Blanchard Street, Findlay, Ohio. A check of the records shows no criminal record on the following:

- Jason Reiser
- Steven R. Deckard

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

On July 15, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to The Sunshine Institute, 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 July 24, 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. 2020-081 was created.

FROM:	City of Findlay Revolving Loan Fund	\$ 10,000.00	
TO:	The Sunshine Institute LLC #31903000		\$ 10,000.00

**Mayor Muryn – Operating budget update**

Mayor Muryn provided a mid-year operating budget update providing a summary of where the City is through June compared to target. These operational changes were in response to expected decrease in revenues related to the COVID-19 pandemic. All departments are to limit spending on items necessary for the continued performance of their departments in which departments have spent just forty-nine percent (49%) of their targeted budget. Planning & Zoning expense is at ninety-nine percent (99%) because of annual contributions towards Hancock Regional Planning Commission already being paid. General Expense is at seventy-four percent (74%) because of annual payments that have already been paid out including the Health Department, Raise the Bar, Pool Subsidy, Jail costs, and a few Capital Improvement transfers. Spending will continue to be monitored for the remainder of the year and will regularly report back to Council to ensure appropriate management of the community’s tax dollars.

**Service Director/Acting City Engineer Thomas – Blanchard Street Sewer Replacement project 35592200**

This project was part of the 2019 Capital Improvement Plan that involves replacing some damaged sewer near the Blanchard Street and Crystal Avenue intersection. The original estimate in the Capital Plan was three hundred thousand dollars (\$300,000.00). After reviewing the sewer videos from the area, the Engineering Department had determined that the most inexpensive way to get the project completed is to have a contractor replace the sewer while the Street Department repairs the intersection. The sewer repair is not as extensive as originally thought and by having the City’s Street Department help with the project, it is now estimated that the project can be completed for eighty thousand dollars (\$80,000.00). Twenty thousand dollars (\$20,000.00) was previously appropriated from the Stormwater Fund to the project for design and startup. Sixty thousand dollars (\$60,000.00) is now needed for construction, inspection, and contingency in order to complete the project. Ordinance No. 2020-082 was created.

FROM:	Sewer Fund – Stormwater Restricted Account	\$ 60,000.00	
TO:	Blanchard Street Sewer Replacement Project No. 35592200		\$ 60,000.00

**COMMITTEE REPORTS:**

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Kim Hamilton to vacate the alley between Lot 132 in Byals A P O L and Lots 1901-1904 in the Schwartz & Firmins Addition from Hurd Avenue east to the north-south alley.  
*We recommend denial of the request.*

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss House Bill (HB) 481/CARES Act funding.  
*We recommend the Administration continue to move forward with purchases of equipment, goods or services that will be covered by the CARES Act reimbursement. If, by mid-September, the above does not utilize all of the funds, and we have received clarification that the funds can be used for pandemic related salary expenses, then the remainder of the funds will be used toward salary reimbursement. If no clarification is received on the salary question, then only the equipment and goods will be submitted.*

The **WATER AND SEWER COMMITTEE** met on July 16, 2020 to discuss March 11, 2020 and May 21, 2020 updates to the water meter/transmitter project.  
*We recommend that there be continued discussion.*

An **AD HOC COMMITTEE** met on July 16, 2020 to discuss COVID-19 and related issues for City Council meeting.  
*We recommend that Council choose between one of two paragraphs to be added to the end of Section 11 E – Attendance:*  
*In the event of a public health emergency declared by either the State or County Health Department, all who attend a Findlay City Council meeting or committee meeting are required/requested to adhere to all guidelines prescribed by the State or County Health Department.*

**LEGISLATION:**

**RESOLUTIONS:**

**RESOLUTION NO. 018-2020** requires three (3) readings **third reading**  
*(5 year Capital Improvement Plan/Rainy Day Reserve Account)*

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. 021-2020** (no PO) requires one (1) reading **first reading**

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

**ORDINANCES:**

**ORDINANCE NO. 2020-054** (lane light project) requires three (3) readings **tabled after third reading 6/16/20**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-068** (1020 Adams St vacation) requires three (3) readings **third reading**

AN ORDINANCE VACATING A CERTAIN PORTION OF A CERTAIN ALLEY (HEREINAFTER REFERRED TO AS 1020 ADAMS STREET VACATION) IN THE CITY OF FINDLAY, OHIO.

**ORDINANCE NO. 2020-069** (253, 251, 0 Madison Ave rezone) requires three (3) readings **third reading**

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 253, 251, AND 0 MADISON AVENUE REZONE) WHICH PREVIOUSLY WAS ZONED “R2 SINGLE FAMILY MEDIUM DENSITY” TO C2 GENERAL COMMERCIAL.

**ORDINANCE NO. 2020-076** (HWE street lighting services contract) requires three (3) readings **second reading**

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A CONTRACT WITH HANCOCK-WOOD ELECTRIC COOPERATIVE, INC. TO LIGHT CERTAIN STREETS IN THE CITY OF FINDLAY, OHIO WHERE ITS SERVICES ARE AUTHORIZED, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-077** (*2020 annual sewer and manhole lining program*) **requires three (3) readings** **second reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-078** **requires three (3) readings** **second reading**  
(*2020 street preventative maintenance project no. 32800200; 2020 sidewalk/accessible ramps project no. 32801700*)  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-079** (*annual street resurfacing/curb repairs 2020 project no. 32894500*) **requires three (3) readings** **second reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-081** (*The Sunshine Institute, LLC RLF*) **requires three (3) readings** **first reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINACNE NO. 2020-082** (*Blanchard Street Sewer Replacement project no. 35592200*) **requires three (3) readings** **first reading**  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**UNFINISHED BUSINESS:**

**OLD BUSINESS**

**NEW BUSINESS**

# PETERMAN ASSOCIATES, INC.

- ARCHITECTS - ENGINEERS - INSPECTORS - SURVEYORS -

website: petermanaes.com  
email: petermansw@aol.com

3480 North Main Street, Findlay, Ohio 45840

Phone: 419-422-6672

Fax: 419-422-9466

## TRANSMITTAL LETTER

TO: Findlay City Council  
318 Dorney Plaza  
Room 114  
Findlay, OH 45840

PROJECT NO.: 20-0354  
PROJECT Alley Vacation Petition for  
The University of Findlay


DATE: July 16, 2020

TRANSMITTED: ( X ) Herein ( ) Separate Cover ( ) As Requested  
VIA: ( ) U.S. Mail ( ) UPS ( ) UPS Ground  
( ) Federal Express ( X ) Courier ( ) Pick Up  
PURPOSE: ( X ) Approval ( ) Use ( ) Record  
( ) Review/Comment ( ) Distribution ( ) Return  
INCLUDES: ( X ) Drawings ( ) Copy of Letter ( ) Change Order  
( ) Specifications ( ) Shop Drawings ( X ) Application

Copies	Description
1	Alley Vacation Petition
1	Exhibit of Alley Vacation
1	Application Fee

Remarks

Copies to: (with enclosures)

  
  
 By: Todd M. Jenkins, PE

NOTE: If enclosures are not as noted, please call us immediately.

**ALLEY/STREET VACATION PETITION**

FEE PAID \_\_\_\_\_ DATE \_\_\_\_\_

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

HONORABLE MAYOR AND COUNCIL, CITY OF FINDLAY, OHIO:

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

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

North south alley located between 0 College St, 332 Frazier St, & 328 Frazier St in Findlay, Ohio.

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

Lots 5808, 5809, 5796, and 5797 of The Howard Addition.

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

<b>OWNER</b>	<b>ADDRESS</b>	<b>LOT NUMBER</b>
The University of Findlay	0 College Street	5808
The University of Findlay	0 College Street	5809
The University of Findlay	332 Frazier Street	5796
The University of Findlay	328 Frazier Street	5797

**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.

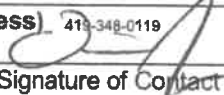
Revised 12-05

**Name of Contact Person** Orion Jones

**Mailing Address** The University of Findlay 1000 N. Main Street Findlay, Ohio 45840

**Phone No. (Home)** 419-434-4544 **(Business)** 419-348-0119

7-14-2010  
(date)

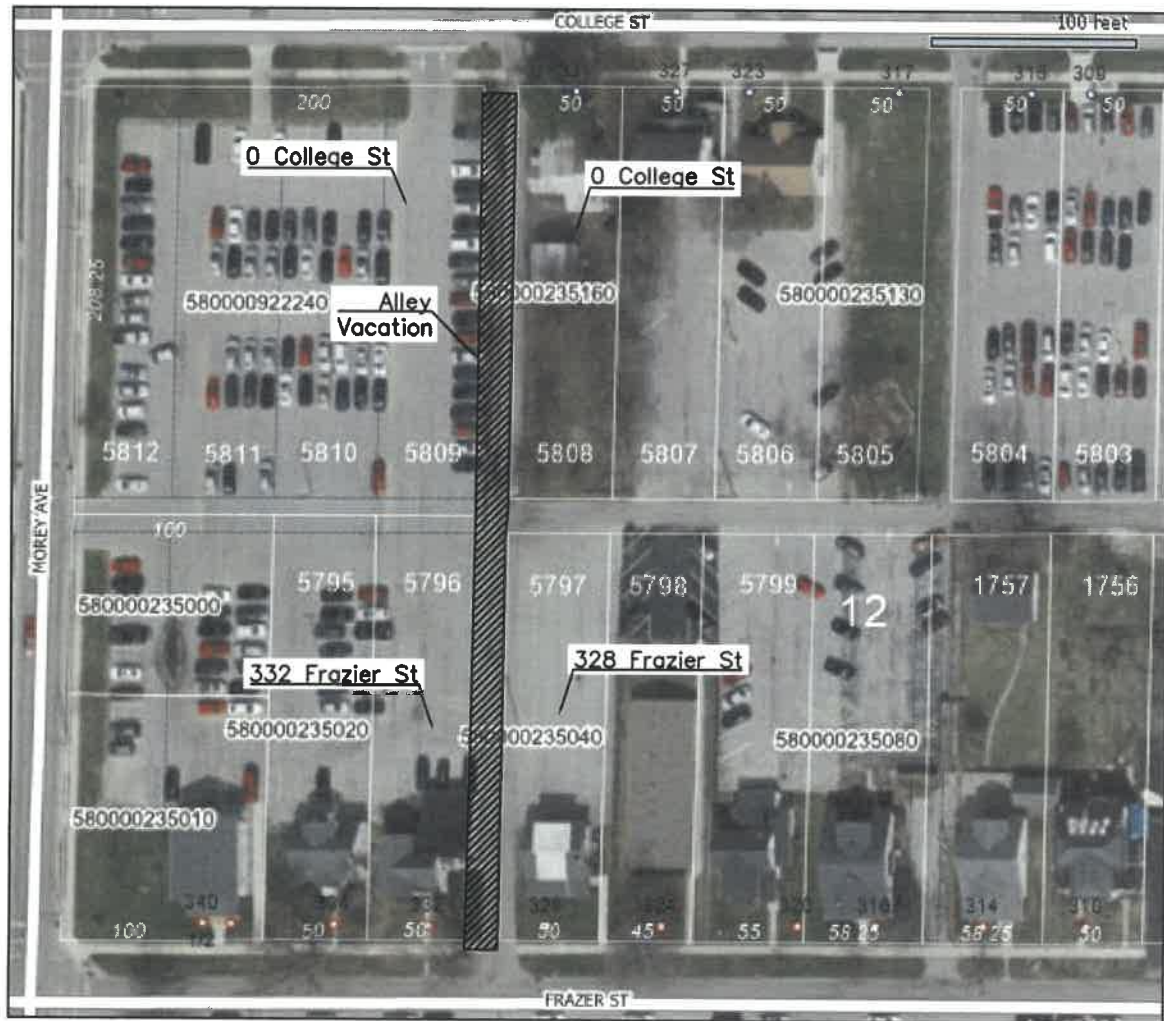
  
(Signature of Contact Person)

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**OFFICE USE ONLY**



Alley Vacation Exhibit located between 0 College St,  
332 Frazier St, & 328 Frazier St

Subdivision: The  
Howard Addition  
  
City of Findlay



**PETERMAN**  
*ASSOCIATES, INC.*

- ARCHITECTS - ENGINEERS - INSPECTORS - SURVEYORS -  
Corporate Office Over Eighty Years  
3480 N. Main Street Of Providing  
Findlay, Ohio 45840 Professional  
Office (419)422-5872 Services...  
Fax (419)422-9486 PAI Project No. 20-0354



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

July 15, 2020

RE: Hancock Regional Planning Commission Report

My Fellow Council Members:

As the Findlay City Council representative to the Hancock Regional Planning Commission (HRPC), I am submitting the below update on the boards meeting held July 15, 2020 via Zoom.

- Discussion about publishing required public notices using web sites vs. The Courier to save costs and hopefully increase distribution
- County has cut their contribution to the HRPC by approximately \$17,000. As a result, the HRPC staff has gone to a four-day/week schedule although the office will remain open five days a week. They will remain on this schedule for the remainder of the year. They are participating Shared Work Ohio program which supplements lost staff wages through unemployment funding.
- Note: The City of Findlay has budgeted and contributed \$136,500 to HRPC in 2020.
- Reviewed a potential request for variance to the lot size requirements on a property in Washington Township. The majority were not in favor of the potential variance.
- City, Village, Township, Blanchard River Watershed Partnership & HRPC summaries were presented by various attendees.
  - CARES Act and how that could be spent was discussed. HRPC offered assistance to the townships to administer CARES Act funding.
  - HRPC has contracted with a Toledo-based attorney who specializes in zoning issues to assist with Village and Township zoning updates.

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

Respectfully Submitted,

*Grant C. Russel*

Grant C. Russel  
Councilman, at-large





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: **June 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 1	145	72	68	1	23	0	0	309	0
New cases filed 2	36	20	24	0	6	1	0	87	0
Cases transferred in, reactivated or redesignated 3	6	0	3	0	0	0	0	9	0
<b>TOTAL (Add lines 1-3) 4</b>	<b>187</b>	<b>92</b>	<b>95</b>	<b>1</b>	<b>29</b>	<b>1</b>	<b>0</b>	<b>405</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	11	13	16					40	0
Guilty or no contest plea to reduced charge 9	1	0	2					3	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	21	0	9	0	8	0	0	38	0
Transfer to another judge or court 12	4	0	0	0	1	0	0	5	0
Referral to private judge 13				0	0	0	0	0	0
Unavailability of party for trial or sentencing 14	2	1	3	0	0	0	0	6	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	0
<b>TOTAL (Add lines 5-16) 17</b>	<b>39</b>	<b>15</b>	<b>31</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>94</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4) 18	148	77	64	1	20	1	0	311	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

FIP 7/1/2020

**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

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: **June 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	121	17	218	4	885	48	0	222	1516
New cases filed	2	134	30	463	3	81	23	2	112	851
Cases transferred in, reactivated or redesignated	3	24	1	33	0	3	0	0	1	62
<b>TOTAL (Add lines 1-3)</b>	4	279	48	714	7	969	71	2	335	2429
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	5	14	0	11	0	22	22	0	0	69
Hearing by Magistrate (Include guilty or no contest pleas and defaults)	6	0	1	19	0	0	0	0	4	24
Transfer (Include waivers of preliminary hearing and individual judge assignments)	7	69	40	49	1	15	1	0	0	176
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	1	0	0	0	1
Other dismissals (Include dismissals at preliminary hearing)	9	8	0	5	0	33	6	0	43	95
Violations Bureau	10	0		382						382
Unavailability of party for trial or sentencing	11	46	1	33	0	0	0	0	0	81
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	2	0	0	0	2
Other terminations	13	31	0	6	0	0	0	0	2	39
<b>TOTAL (Add lines 5-13)</b>	14	168	42	505	1	73	29	0	49	869
Pending end of period (Subtract line 14 from line 4)	15	111	6	209	6	896	42	2	286	1560
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 7/7/2020

**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: **June 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	157	51	67	0	14	0	0	289	0
New cases filed	33	20	25	1	9	0	0	88	0
Cases transferred in, reactivated or redesignated	4	0	1	0	0	0	0	5	0
<b>TOTAL (Add lines 1-3)</b>	<b>194</b>	<b>71</b>	<b>93</b>	<b>1</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>382</b>	<b>0</b>
Jury trial	0	0	0	0	0	0	0	0	0
Court trial	0	0	0	0	0	0	0	0	0
Default				0	0	0	0	0	0
Guilty or no contest plea to original charge	20	11	18					49	1
Guilty or no contest plea to reduced charge	5	1	1					7	0
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	0	0	0	0	0	0	0	0	0
Other Dismissals	10	0	4	0	3	0	0	17	0
Transfer to another judge or court	1	0	0	0	2	0	0	3	0
Referral to private judge				0	0	0	0	0	0
Unavailability of party for trial or sentencing	13	0	4	0	0	0	0	17	0
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	0	0	0	0
Other terminations	0	0	1	0	0	0	0	1	0
<b>TOTAL (Add lines 5-16)</b>	<b>49</b>	<b>12</b>	<b>28</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>94</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4)	145	59	65	1	18	0	0	288	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 7/7/2020

**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 \_\_\_\_\_  
\_\_\_\_\_  
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 June, 2020

PAGE 1

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
<b>CASES FILED:</b>				
TRAFFIC	493	2,874	828	5,684
TRAFFIC COMPANION	95	445	66	538
CRIMINAL	137	798	166	1,056
CRIMINAL COMPANION	8	84	16	120
SEARCH WARRANT	7	48	5	50
CIVIL	109	1,319	267	1,423
SMALL CLAIMS	112	450	95	554
EXTRADITION	7	16	2	12
HABITUAL TRAFFIC VIOLATOR	-	-	1	4
OTHER	19	79	5	90
<b>TOTALS</b>	987	6,113	1,451	9,531
<b>COURT PROCEEDINGS:</b>				
Admin License Suspension	-	-	-	4
Arraignment	712	4,122	1,190	7,021
Attachment	1	66	6	57
Bond	1	12	1	21
Civil Status Conference	4	25	3	32
COMMUNITY SERVICE REVIEW	63	139	29	132
Contempt of Court	57	225	46	286
Contested Small Claims	3	4	1	11
Continued	709	4,326	653	3,944
Damages	12	22	-	14
Debtors Examination	26	93	30	197
Default	-	4	-	-
Desk Review	104	1,102	222	1,073
DIVERSION PLEA	2	14	6	27
DUS DIVERSION REVIEW	4	41	8	27
Expungement	3	31	6	33
Extradition	6	11	2	10
Forcible Detention	30	100	21	108
Garnishment	1	5	2	8
Habitual Traffic Violator	-	-	-	1
Hearing on Motion	12	55	11	48
HEARING ON WARRANT	29	47	-	-
Jury Trial	-	2	-	1
Limited Privileges	-	1	1	16
Marriage	3	9	-	13
Mediation	-	-	1	2
Miscellaneous	1	12	3	19
Motion to Compel	-	1	-	-
Motion to Dismiss	-	1	-	1
Motion to Vacate Judgment	-	-	-	2
Motion to Withdraw as Counsel	-	16	12	15
Plea	122	664	86	757
Preliminary	3	48	9	80
Pre-Trial	140	931	213	1,332
Pre-Trial with Judge	57	432	73	371
Reconsideration of Sentence	23	24	-	-



	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
Replevin	-	-	-	1
Restitution	1	9	-	-
Revivor	15	33	8	38
Revocation	15	88	21	104
SECOND PRETRIAL	101	580	85	544
Sentencing	7	55	7	22
Small Claims	117	360	64	427
STATUS CONFERENCE	345	4,089	1,714	9,192
Summary Judgment	-	-	-	3
Suppression	2	15	8	41
TELEPHONE PRETRIAL	8	55	-	-
Trial	4	25	6	54
WRIT OF RESTITUTION	24	80	14	88
WRITTEN PLEA	3	36	6	32
TOTALS	2,770	18,010	4,568	26,209

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
<b>CRIMINAL VIOLATIONS:</b>				
ASSAULT	7	33	5	25
BREAKING & ENTERING	-	-	-	1
BURGLARY	-	1	-	1
CONTEMPT	-	2	-	-
CRIMINAL DAMAGING	1	14	4	19
CRIMINAL TRESPASS	3	23	2	20
DISORDERLY CONDUCT	8	46	19	86
DOMESTIC VIOLENCE	23	105	19	95
DRUG ABUSE	40	211	53	290
OPEN CONTAINER PROHIBITED	3	24	3	25
OVI	-	2	-	-
RESISTING ARREST	1	9	2	24
ROBBERY	-	2	-	-
TELEPHONE HARASSMENT	1	7	-	3
THEFT	22	121	21	133
UNDERAGE CONSUMPTION	-	6	5	37
OTHER CRIMINAL	36	278	49	417
TOTALS	145	884	182	1,176
<b>TRAFFIC VIOLATIONS:</b>				
ACD/SPEED	30	117	29	216
DISOBEYING TRAFFIC CONTROL DEV	21	100	15	133
DRAG RACING	-	-	-	3
DRIVING UNDER SUSPENSION	58	282	59	408
EXPIRED REGISTRATION	5	94	20	197
FAIL TO MAINTAIN CONTROL	17	136	19	239
FAILURE TO YIELD RIGHT OF WAY	6	51	19	112
LEAVING SCENE OF AN ACCIDENT	7	33	5	34
LEFT OF CENTER	2	9	2	8
OVERLOAD	-	190	125	623
OVI	38	192	28	227
PASSING A STOPPED SCHOOL BUS	-	5	-	9
RECKLESS OPERATION	4	8	3	14
SEAT BELT	28	223	112	715
SPEEDING	236	1,112	266	1,754
OTHER TRAFFIC	136	767	192	1,530
TOTALS	588	3,319	894	6,222

NOTE: SEARCH WARRANTS NOT INCLUDED IN VIOLATION TOTALS

ARRESTING AGENCY:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
PATROL				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	299	1,806	544	3,820
OMVI	14	80	7	115
CRIMINAL FELONIES	-	1	1	6
CRIMINAL MISDEMEANORS	24	140	25	122
SEARCH WARRANTS	-	7	1	11
FINDLAY P.D. (BY ORDINANCE)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	172	834	201	1,399
OMVI	20	78	11	60
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	35	194	47	306
SEARCH WARRANTS	-	-	-	-
FINDLAY P.D. (BY ORC)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	2	5	1	6
OMVI	-	1	-	-
CRIMINAL FELONIES	3	54	12	65
CRIMINAL MISDEMEANORS	58	357	72	514
SEARCH WARRANTS	3	30	4	33
SHERIFF				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	68	415	113	701
OMVI	4	30	10	50
CRIMINAL FELONIES	-	4	1	12
CRIMINAL MISDEMEANORS	15	87	19	99
SEARCH WARRANTS	3	8	-	5
OTHERS				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	9	67	7	69
OMVI	-	5	-	2
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	10	43	5	52
SEARCH WARRANTS	1	3	-	1
TOTALS	<u>740</u>	<u>4,249</u>	<u>1,081</u>	<u>7,448</u>
PROBATION:				
ESTABLISHED	19	89	8	74
TERMINATED	31	147	22	71
CURRENT	42	42	52	52
TOTALS	<u>92</u>	<u>278</u>	<u>82</u>	<u>197</u>

ACTIVITIES ORDERED:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ALCOHOL/SUBSTANCE EVAL	10	70	13	92
ANGER MANAGEMENT	-	7	-	6
BENCH WARRANT TO AGENCY	238	871	251	1,478
COMMUNITY SERVICE	-	1	-	2
COMMUNITY SERVICE CITY	-	-	-	1
COMMUNITY SERVICE COUNTY	12	97	16	144
COMMUNITY SERVICE INDIVIDUAL	21	97	21	142
COMMUNITY SERVICE NO JAIL	-	1	1	5
DIP	18	96	14	94
DOMESTIC VIOLENCE PROGRAM	-	1	-	4
ELECTRONIC HOME MONITORING	5	17	-	7
HOUSE ARREST	4	7	5	9
JAIL	6	49	11	89
MENTAL EVAL	1	5	3	9
Pay Restitution	1	9	1	12
Probation	8	37	7	58
SCRAM	2	23	2	30
STAR Program	5	50	9	72
TREATMENT CLEARVIEW SERV	1	6	1	14
TREATMENT FRC	4	27	5	48
TREATMENT MISCELLANEOUS	6	22	5	29
UCP	1	4	-	3
VIP	20	99	13	86
TOTALS	363	1,596	378	2,434

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

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

RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$1,926.00	\$13,614.84	\$3,886.00	\$25,607.83
BOND FEES	\$235.00	\$2,755.00	\$190.00	\$2,240.00
CIVIL DEPOSIT TENDERS	\$0.00	\$2,232.22	\$1,105.19	\$4,367.67
COURT COST	\$45,615.22	\$351,501.32	\$77,776.71	\$457,262.08
DUI ENFORCEMENT	\$2,393.80	\$14,238.24	\$3,404.84	\$20,076.05
ELECTRONIC IMAGING	\$2,924.02	\$21,995.15	\$5,343.41	\$30,909.33
FINES & FORFEITURES	139,923.67	\$970,438.70	201,825.31	\$1,212,588.65
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$706.06	\$3,217.65	\$362.00	\$2,849.37
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$24.98	\$339.19	\$73.14	\$556.08
JAIL HOUSING	\$19,498.39	\$93,487.20	\$17,446.77	\$94,763.06
JAIL REIMBURSEMENT	\$299.19	\$1,790.06	\$409.78	\$1,629.78
LEGAL RESEARCH	\$9.44	\$25.91	\$4.00	\$36.00
MEDIATION	\$905.00	\$6,895.91	\$1,733.50	\$9,908.86
MISCELLANEOUS	\$19,463.80	\$123,341.97	\$31,072.36	\$204,826.30
MUNI COURT COMPUTERIZATION	\$2,995.35	\$22,002.50	\$5,334.95	\$30,934.03
MUNI COURT IMPROVEMENT	\$9,135.50	\$69,575.66	\$17,186.50	\$98,881.30
RESTITUTION	\$1,834.70	\$4,925.43	\$603.00	\$4,664.70
SPECIAL PROJECTS	\$15,246.01	\$118,010.17	\$27,895.11	\$161,156.80
STATE PATROL	\$13,921.23	\$98,674.07	\$24,771.35	\$159,556.04
TRAFFIC/CRIMINAL BONDS	\$13,987.16	\$16,201.69	\$3,741.96	\$51,326.47
	<b>291,044.52</b>	<b>\$1,935,262.88</b>	<b>424,165.88</b>	<b>\$2,574,140.40</b>

DISTRIBUTIONS:

ALCOHOL MONITORING	\$1,926.00	\$13,239.84	\$3,886.00	\$25,307.83
BOND FEES	\$235.00	\$2,755.00	\$190.00	\$2,240.00
CIVIL DEPOSIT TENDERS	\$1,047.00	\$3,536.41	\$1,030.48	\$5,322.48
COURT COST	\$45,463.72	\$350,458.82	\$77,754.71	\$455,720.68
DUI ENFORCEMENT	\$2,390.41	\$14,152.22	\$3,401.45	\$20,027.32
ELECTRONIC IMAGING	\$2,921.02	\$21,923.15	\$5,340.41	\$30,879.33
FINES & FORFEITURES	139,620.96	\$975,339.94	199,122.71	\$1,209,806.00
FUND REIMBURSEMENT	\$0.00	\$0.00		
INDIGENT DRIVER ALCOHOL	\$706.06	\$3,192.65	\$362.00	\$2,824.37
INMATE MEDICAL EXPENSE	\$0.00	\$0.00		
INTEREST	\$24.98	\$339.19	\$73.14	\$556.08
JAIL HOUSING	\$18,798.39	\$92,254.65	\$17,446.77	\$94,544.06
JAIL REIMBURSEMENT	\$299.19	\$1,790.06	\$409.78	\$1,629.78
LEGAL RESEARCH	\$9.44	\$25.91	\$4.00	\$36.00
MEDIATION	\$904.00	\$6,873.91	\$1,732.50	\$9,900.86
MISCELLANEOUS	\$27,867.97	\$188,319.88	\$38,088.91	\$261,345.37
MUNI COURT COMPUTERIZATION	\$2,993.35	\$21,931.50	\$5,331.95	\$30,907.03
MUNI COURT IMPROVEMENT	\$9,125.50	\$69,335.66	\$17,176.50	\$98,805.30
RESTITUTION	\$1,868.73	\$4,573.27	\$603.00	\$4,463.70
SPECIAL PROJECTS	\$15,246.01	\$117,642.17	\$27,879.11	\$161,032.80
STATE PATROL	\$13,921.23	\$97,275.07	\$24,741.35	\$159,065.54
	<b>285,368.96</b>	<b>\$1,984,959.30</b>	<b>424,574.77</b>	<b>\$2,574,414.53</b>

DISTRIBUTED TO:

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

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

	MTD	YTD	MTD	YTD
CITY OF FINDLAY	131,033.72	\$848,250.19	185,428.57	\$1,133,881.67
HANCOCK COUNTY	\$19,691.16	\$106,626.48	\$21,175.64	\$126,559.32
OTHERS	104,654.91	\$796,341.22	158,911.86	\$967,301.40
STATE OF OHIO	\$40,290.39	\$282,072.48	\$69,881.40	\$427,827.81
	<u>295,670.18</u>	<u>\$2,033,290.37</u>	<u>435,397.47</u>	<u>\$2,655,570.20</u>

  
 MARK C. MILLER, JUDGE

  
 ALAN D. HACKENBERG, JUDGE

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

# City of Findlay

Christina M. Muryn, Mayor

## POLICE DEPARTMENT

Robert K. Ring, Chief of Police  
318 Dorney Plaza, Room 116 • Findlay, OH 45840  
Phone: 419-424-7194 • Fax: 419-424-7296  
[www.findlayohio.com](http://www.findlayohio.com)

July 9, 2020

Honorable Council:

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

Sincerely,



Robert K. Ring  
Chief of Police

**FINDLAY POLICE DEPARTMENT**

Monthly Activities Report - 2020

Category	2020		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	Total	Avg	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
<b>Detective Division</b>														
City (Law Director)	404	67.33	62	66	67	51	73	85						
County	131	21.83	14	26	30	20	25	16						
Juvenile	44	7.33	8	10	6	4	6	10						

<b>Vice Narcotics/Metrich</b>														
Narcotics Investigation	164	27.33	40	33	28	18	15	30						
Felony														
Arrests	74	12.33	20	10	17	10	6	11						
Charges	121	20.17	33	15	30	18	8	17						
Misdemeanor														
Arrests	6	1	0	6	0	0	0	0						
Charges	0	0	0	0	0	0	0	0						
Drug Talks	0	0.00	0	0	0	0	0	0						

<b>Patrol Division</b>														
Traffic Stops	1,965	327.50	536	463	283	91	282	310						
Citations	1,320	220.00	368	254	209	82	140	267						
OVI	78	13.00	15	15	13	11	14	10						
Accidents														
Non-injury	434	72.33	100	89	55	28	69	93						
Injury	75	12.50	8	11	11	7	14	24						
Complaints														
Homicide	0	0.00	0	0	0	0	0	0						
Robbery	8	1.33	2	2	0	0	1	3						
Assault	177	29.50	38	45	28	33	16	17						
Sex Offenses	62	10.33	10	13	7	10	13	9						
Unlawful Entry	76	12.67	14	20	20	13	5	4						
Theft/Fraud/Shoplifting	453	75.50	95	87	93	59	53	66						
Motor Vehicle Theft	35	5.83	9	2	3	8	4	9						
Arson	0	0.00	0	0	0	0	0	0						
Criminal Damage/Vandalism	121	20.17	17	23	15	11	25	30						
Domestic Dispute	406	67.67	64	69	60	71	95	47						
Alcohol/Drug	275	45.83	51	44	43	33	60	44						
Warrants Served	241	40.17	73	58	36	17	21	36						
Arrests	856	142.67	187	182	154	68	133	132						
Reports Generated	4,401	733.50	1,234	971	621	430	474	671						
School Walk Thru/Public Relation	244	40.67	109	72	48	4	9	2						

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

<b>Municipal Court</b>														
Papers Processed	1,252	208.67	279	259	224	116	159	215						
Paper Service Hours	626	104.33	110	115	101	76	89	135						
Security Hours	366	61.00	54	36	77	90	66	43						
Prisoners To/From Court	13	2.17	2	8	2	0	1	0						
Miles Driven	3,455	575.83	796	766	621	179	476	617						
Summons	411	68.50	84	75	59	38	71	84						
Overtime Hours	12.5	2.08	0.5	1	0	2	9	0						



# Board of Zoning Appeals

## June 11, 2020

**Members present:** Chairman, Phil Rooney; Blaine Wells; Kerry Trombley; Brett Gies; and Sarah Gillespie.

Mr. Rooney called the meeting to order at 6:00 p.m.; introduced the members to the audience and the general rules were reviewed.

The following was introduced by Mr. Adkins:

**Case Number: 59556-BA-20**

**Address: 505 Edith Avenue**

**Zone: R2 – Single Family, Medium Density**

Filed by Joe Frasure, regarding a variance from section 1161.03(C)(1)(a) of the City of Findlay Zoning Ordinance concerning a fence at 505 Edith Avenue. The applicant has constructed a new privacy fence with the structural side facing outwards. This section requires that the fence must have the non-structural side facing outwards.

The fence was constructed with a permit, however when installed, the smooth side of the fence was built facing inwards. Upon investigating the area, multiple fences within the immediate area are facing the same direction as the one at 505 Edith Avenue, but they were built prior to the 2012 zoning code change.

If the variance were approved, the fence would be in harmony with neighboring properties.

Mr. Joe Frasure was sworn in. He stated this is just an extension of the existing fence and cannot be seen from the road. He stated he spoke with the neighbors and they do not have any problems with the request for variance.

Mr. Rooney asked if anyone had any questions? Is there were any communications on this case?

Mr. Adkins stated there were no communications on this case.

Mr. Rooney asked if there were anyone else that would like to speak on this matter?

Gail Palmer, 501 Edith Ave. was sworn in. She stated Mr. Frasure has fixed up the house inside and out and it is the prime house in the neighborhood and is gorgeous. She is in favor of the request made by Mr. Frasure.

Mr. Wells made a motion to approve the request.

Mr. Trombley seconded the motion.

Motion to approve the variance as requested, 5-0.

The following was introduced by Mr. Adkins:

**Case Numbers: 59708-BA-20**

**Address: 430 Walnut Street**

**Zone: Future R-3 – Single Family, High Density an I-1 – Light Industrial**

Filed by Kevin Cavitt, regarding a variance from section 1141.04(B)(1) of the City of Findlay Zoning Ordinance concerning a side yard setback at 430 Walnut Street. The applicant is proposing to split the parcel in half and is seeking a 5.18-foot side yard setback to make the north structure conform to the zoning code after the parcel split. This section requires that the existing structure must meet a 30-foot side yard setback after the parcel split.

After the lot split takes place, the section that will be zone R-3 – Single Family, High Density, will meet all setback requirements. However, this split will leave the northern section of this parcel with an existing building line at the south with a 5.18-foot setback, making the building non-conforming. The city does not see an issue with an approval to make the lot conforming.

Mr. Kevin Cavitt was sworn in. He stated he does not want the house and wants to sell it but wants to keep the building in the back in line so it can be rented at some point.

Mr. Rooney asked Mr. Adkins if there were any communications on this case?

Mr. Adkins stated there were no communications on this case.

Mr. Trombley asked Mr. Adkins if the entire area will be rezoned to an R-3 from the current zoning of Light Industrial?

Mr. Adkins stated that with the lot split he would have to make it a conforming lot to the parcel to the North which is I-1 and he will have to go to HRCF to propose a zoning change. When it changes to a R-3, he would not be able to rent the building out for a business without a zoning change.

Mr. Rooney asked if there were any more questions? Does anyone want to make a motion?

Mr. Wells made a motion to approve the request for variance as requested.

Ms. Gillespie seconded the motion.

Motion to approve the variance as requested, 5-0.

The following was introduced by Mr. Adkins:

**Case Numbers: 59724-BA-20**

**Address: 135 W Hobart Avenue**

**Zone: R-1 – Single Family, Low Density**

Filed by Rick Watson, regarding a variance from section 1122.08(B) and 1161.01(C)(2) of the City of Findlay Zoning Ordinance concerning an accessory structure at 135 W. Hobart Avenue. The applicant is proposing to construct a 36 X 22 addition to an existing accessory structure, which will exceed the maximum floor area by over 550 square-feet, and the proposed height of the peak at 20'9". These

sections require that the addition may not exceed 18-feet in height and may not exceed 1200 square-foot of floored area.

Mr. Watson recently combined four parcels into one parcel, creating a 200 by 375 square foot lot. With that being said, theoretically, he could have up to four 900-square foot accessory structures on each of the prior lots if there were a dwelling on each. When you put that into perspective, the overage is not very large, making the first variance request minimal.

The second request is for the height of the peak whenever the building is complete. At 20'9", the peak would be nearing some structures in the immediate area, creating a sense of harmony. If approved, the zoning department will make sure to put wording into the permit, that will prohibit any conversion of the loft into a living area.

Mr. Rick Watson was sworn in. He stated he just wants to put an addition onto the back garage to store a travel trailer in. They could not find another way to do the roof height to look right or function to fit the travel trailer in. The height of the overhead door raised the peak to 20'9". With the addition of the square footage, the lot will only be at 3% lot coverage which is not much. The structure will look lower than the house because of the slope at the rear of the property. He stated he spoke with all of the neighbors and they are all fine with this.

Mr. Rooney asked if there were any more questions?

Mr. Rooney asked Mr. Adkins if there were any communications on this case?

Mr. Adkins stated there were no communications on this case.

Mr. Rooney asked if anyone else would like to speak on this matter?

Mr. Rooney asked Mr. Watson if he was okay with the Zoning Department putting a stipulation on the permit prohibiting it from ever being converted into a living area.

Mr. Watson stated "Yes".

Mr. Rooney asked: Does anyone want to make a motion?

Ms. Gillespie made a motion to approve the request for variance as requested for the size of the building.

Mr. Trombley seconded the motion.

Motion to approve the variance as requested to exceed the allotted size of the accessory structure, 5-0.

Mr. Wells made a motion to approve the request for variance as requested on the height of the building at 20'9".

Ms. Gillespie seconded the motion.

Motion to approve the variance as requested for the height of the building to be 20'9", 5-0.

Mr. Adkins informed Mr. Watson to come to the Zoning Department to get the required permit within 60 days.

The following was introduced by Mr. Adkins:

**Case Numbers: 59709-BA-20**

**Address: 1225 Tiffin Avenue**

**Zone: C-2 – General Commercial**

Filed by Brian Heil, on behalf of Plaza Street Fund 64, LLC, regarding a variance from section 1161.12.8(C)(1) and 1161.12.8(H)(1) of the City of Findlay Zoning Ordinance concerning signage at 1225 Tiffin Avenue. The applicant has installed a low profile and directional within the required 10-foot setback from all property lines. This section requires that both signs must meet a 10-foot setback from all property lines.

The low-profile sign was installed at 9'9" and the directional signage was installed at 2'. Both signs were constructed in a similar location as the former Lee's Chinese restaurant signage, and neither poses a visibility issue. Being there are no visual impediments, and the directional sign is in harmony with other grandfathered directional signs in the area, if the BZA were to grant the variance, the city would be supportive of that decision.

Mr. Brian Heil was sworn in. He stated he was hired to pull permits and install signs on the concrete slabs that were poured by the general contractor. He was unaware of the setbacks. He made an honest mistake that would cost a lot of money to have to re-do.

Mr. Rooney asked if there were any questions?

Mr. Trombley asked why the monument sign is 8' to close?

Mr. Heil stated the general contractor informed them that they could not move the sign back further due to wires located under that location for the parking lot lights.

Mr. Trombley asked if the original plans show the sign at 10' back?

Mr. Heil stated yes it was. In order for the permit to be issued, it would have had to meet the required setback.

Mr. Adkins stated he had Mr. Heil submit an updated plan with the exact locations of the signs on it.

Mr. Trombley asked if there were other issues with the signs that don't meet the code.

Mr. Adkins stated no there were not. The square footage of the sign is why the code requires that setback.

Mr. Trombley asked the size of the sign.

Mr. Heil stated it is 15" tall x 27" long.

Mr. Wells stated the Taco Bell sign has the same issue but is grandfathered.

Mr. Trombley stated that his concern is that in the event the sign is moved and the foundation is impacted, he thinks the sign should then be moved back to meet the 10' setback.

Mr. Wells agreed. If the variance is granted, if the sign is moved or altered, the variance is voided. He asked Mr. Rooney if this is possible.

Mr. Rooney stated yes, it is. If the non-conforming item is removed, the variance goes away; if the structure moves, the variance is voided.

Mr. Adkins stated there were no communications on this case.

Mr. Trombley made a motion to approve the request for variance for the directional sign for an 8' setback.

Mr. Wells seconded the motion.

Motion to approve the variance as requested for the variance for the directional sign for an 8' setback, 5-0.

Mr. Trombley made a motion to approve the 9'9" setback for the monument sign with the condition if the structure is ever damaged 75% or removed, it will need to be conforming to the 10' setback (the variance would be voided).

Mr. Wells seconded the motion.

Motion to approve the variance as requested for the monument sign, with the condition, if the structure is ever damaged 75% or removed, it will need to be conforming to the 10' required setback (the variance will be voided)., 5-0.

Minutes for March 12, 2020 Board of Zoning Appeals meeting approved.

The meeting was adjourned.



Chairman



Secretary

# City of Findlay

Christina Muryn, Mayor

## WATER TREATMENT DEPARTMENT

Jason Phillips, Superintendent

110 North Blanchard Street • Findlay, OH 45840

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

www.findlayohio.com

July 6, 2020

## NEWS RELEASE

### PRECIPITATION & RESERVOIR LEVELS

Total precipitation recorded at the City of Findlay Water Pollution Control Center was 7.58 inches of rain and 3.4 inches of snow for the second quarter (Apr- June) of 2020.

At the end of June, the Findlay reservoirs stood at 96% of capacity. This reservoir level represents an 899 day water supply at the city's current usage rate.

The City of Findlay Water Treatment Plant treated 618.35 million gallons of water in the second quarter of 2020. That is an average of 6.80 million gallons per day.

Thank you,



Jason Phillips  
Superintendent  
Water Treatment Plant

EC: City Council  
Department Supervisors  
File

	7/6/2020	2019					2020		
		Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	YTD Total	Jan - Mar	Apr - Jun	Jul - Sep
<b>Precipitation</b>									
Rain (Inches)		8.7	15.67	10.61	6.18	41.16	9.23	7.58	
Snow (Inches)		20.1			6.5	26.6	13.2	3.4	
<b>Total Precipitation (In Inches)</b>		<b>28.8</b>	<b>15.67</b>	<b>10.61</b>	<b>12.68</b>	<b>67.76</b>	<b>22.43</b>	<b>10.98</b>	<b>0</b>
<b>Reservoir</b>									
Current Volume (Billion Gallons)		6.2	6.3	5.5	5.25		5.6	6.1	
Max Capacity (Billion Gallons)		6.4	6.4	6.4	6.4		6.4	6.4	6.4
<b>% of Capacity</b>		<b>97%</b>	<b>99%</b>	<b>86%</b>	<b>82%</b>		<b>88%</b>	<b>96%</b>	
Supply at Current Usage (Days)		1014	1058	843	855		920	903	
Supply at Max Capacity/Current Usage (Days)		1041	1074	976	1042		1046	941	#DIV/0!
<b>Treatment</b>									
Gallons Treated (Millions)		553.65	542.55	604.03	565.08		557.21	618.35	
Max Treatment Capacity (Millions)		1440	1456	1472	1472		1456	1456	
<b>Current Treatment Capacity Utilization</b>		<b>38%</b>	<b>37%</b>	<b>41%</b>	<b>38%</b>		<b>38%</b>	<b>42%</b>	
AVG Gallons Treated Per Day (Millions)		6.15	5.96	6.56	6.14		6.12	6.8	
Max Daily Treatment Capacity (Millions)		16	16	16	16		16	16	16
<b>AVG Daily Remaining Capacity (Millions)</b>		<b>9.85</b>	<b>10.04</b>	<b>9.44</b>	<b>9.86</b>		<b>9.88</b>	<b>9.2</b>	

### Water and Sewer Rates

2017 Annual Water Rates	
Findlay	\$ 358
Ohio average	\$ 634

Year	Average Ohio Water Rate Increases	Findlay
2014	1.8%	0%
2015	3.3%	0%
2016	6.1%	0%
2017	0.9%	0%

2017 Annual Sewer Rates	
Findlay	\$ 424
Ohio average	\$ 677

Year	Average Ohio Sewer Rate Increases	Findlay
2014	3.2%	0%
2015	4.4%	0%
2016	0.9%	0%
2017	2.4%	0%

from 2017 Ohio EPA Sewer & Water Rate Survey



# 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

Thursday, July 09, 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 June 30<sup>th</sup>, 2020  
Financial Snapshot for General Fund as of June 30<sup>th</sup>, 2020  
Open Projects Report as of June 30<sup>th</sup>, 2020  
Cash & Investments as of June 30<sup>th</sup>, 2020

Respectfully Submitted,

Jim Staschiak II  
City Auditor



**CITY OF FINDLAY**  
**SUMMARY OF YEAR-TO-DATE INFORMATION AS OF JUNE 30, 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	99,375	30.3%	4,300	1,150	26.7%
MAYOR'S OFFICE	351,501	165,022	46.9%	7,000	7,553	107.9%
AUDITOR'S OFFICE	727,737	309,875	42.6%	407,025	230	0.1%
TREASURER'S OFFICE	23,649	16,107	68.1%	-	-	0.0%
LAW DIRECTOR	665,827	355,335	53.4%	110,000	59,286	53.9%
MUNICIPAL COURT	2,501,301	1,137,329	45.5%	1,129,690	675,948	59.8%
CIVIL SERVICE OFFICE	160,791	62,540	38.9%	25,000	14,078	56.3%
PLANNING & ZONING	152,592	150,367	98.5%	-	-	0.0%
COMPUTER SERVICES	601,613	201,967	33.6%	597,999	598,772	100.1%
GENERAL EXPENSE	2,822,193	1,421,506	50.4%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	22,440,549	11,621,074	51.8%
POLICE DEPARTMENT	8,785,889	3,965,242	45.1%	562,800	279,540	49.7%
DISASTER SERVICES	55,647	46,211	83.0%	-	-	0.0%
FIRE DEPARTMENT	7,956,257	3,601,432	45.3%	282,000	4,266	1.5%
DISPATCH CENTER	1,122,376	571,491	50.9%	-	-	0.0%
N.E.A.T.	9,350	9,350	100.0%	-	-	0.0%
SAFETY DIRECTOR	128,704	56,219	43.7%	-	-	0.0%
HUMAN RESOURCES	159,736	67,508	42.3%	-	10	0.0%
SERVICE DIRECTOR	132,277	45,908	34.7%	-	-	0.0%
ENGINEERING OFFICE	862,339	318,187	36.9%	115,120	41,333	35.9%
PUBLIC BUILDING	542,367	140,710	25.9%	-	-	0.0%
ZONING	374,507	139,019	37.1%	76,000	55,338	72.8%
PARK MAINTENANCE	1,215,033	437,161	36.0%	130,920	127,922	97.7%
RESERVOIR RECREATION	26,973	2,090	7.7%	-	-	0.0%
RECREATION MAINTENANCE	101,796	22,147	21.8%	-	-	0.0%
RECREATION FUNCTIONS	1,105,707	347,901	31.5%	753,050	415,652	55.2%
CEMETERY DEPARTMENT	567,259	261,502	46.1%	194,000	111,907	57.7%
<b>TOTAL GENERAL FUND</b>	<b>31,481,356</b>	<b>13,951,501</b>	<b>44.3%</b>	<b>26,835,453</b>	<b>14,014,060</b>	<b>52.2%</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	1,069,883	35.5%	2,388,600	1,469,168	61.5%
TRAFFIC-SIGNALS	649,380	206,572	31.8%	40,000	41,256	0.0%
<b>TOTAL SCM&amp;R FUND</b>	<b>3,659,079</b>	<b>1,276,456</b>	<b>34.9%</b>	<b>2,428,600</b>	<b>1,510,424</b>	<b>62.2%</b>
SCM&R HIWAYS	239,413	168,027	70.2%	169,975	94,654	55.7%
<b>TOTAL SCM&amp;R HIWAYS FUND</b>	<b>239,413</b>	<b>168,027</b>	<b>70.2%</b>	<b>169,975</b>	<b>94,654</b>	<b>55.7%</b>
AIRPORT OPERATIONS	1,085,938	381,612	35.1%	535,899	298,821	55.8%
<b>TOTAL AIRPORT FUND</b>	<b>1,085,938</b>	<b>381,612</b>	<b>35.1%</b>	<b>535,899</b>	<b>298,821</b>	<b>55.8%</b>
WATER TREATMENT	3,916,814	1,182,188	30.2%	12,000	49,639	413.7%
WATER DISTRIBUTION	1,990,599	776,159	39.0%	132,500	96,348	72.7%
UTILITY BILLING	1,243,199	386,135	31.1%	7,596,595	3,988,628	52.5%
SUPPLY RESERVOIR	769,896	186,309	24.2%	21,502	4,618	21.5%
<b>TOTAL WATER FUND</b>	<b>7,920,508</b>	<b>2,530,790</b>	<b>32.0%</b>	<b>7,762,597</b>	<b>4,139,234</b>	<b>53.3%</b>
SANITARY SEWER MAINT	1,081,450	485,279	44.9%	4,000	2,970	74.3%
STORMWATER MAINT	750,132	97,720	13.0%	777,500	389,687	50.1%
WATER POLLUTION CONTROL	3,479,414	1,545,462	44.4%	8,548,600	4,344,031	50.8%
<b>TOTAL SEWER FUND</b>	<b>5,310,996</b>	<b>2,128,461</b>	<b>40.1%</b>	<b>9,330,100</b>	<b>4,736,689</b>	<b>50.8%</b>
PARKING	95,504	47,770	50.0%	72,200	47,173	65.3%
<b>TOTAL PARKING FUND</b>	<b>95,504</b>	<b>47,770</b>	<b>50.0%</b>	<b>72,200</b>	<b>47,173</b>	<b>65.3%</b>
SWIMMING POOL	122,173	45,354	37.1%	87,000	87,000	100.0%
<b>TOTAL SWIMMING POOL FUND</b>	<b>122,173</b>	<b>45,354</b>	<b>37.1%</b>	<b>87,000</b>	<b>87,000</b>	<b>100.0%</b>
CIT ADMINISTRATION	19,605,271	8,946,446	45.6%	23,973,000	12,765,474	53.2%
<b>TOTAL CIT FUND</b>	<b>19,605,271</b>	<b>8,946,446</b>	<b>45.6%</b>	<b>23,973,000</b>	<b>12,765,474</b>	<b>53.2%</b>

**SNAPSHOT \$ FINANCIAL: GENERAL FUND**

Revenues/Expenditures & Key Balances Snapshot as of :

**2020**  
**Projected 6/30/2020**

**GENERAL FUND REVENUES & EXPENSES**

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

Revenue and Receipts Projection General Fund \$ 27,716,477

Expenses Appropriated General Fund (assumes \$0.00 returned by departments) \$ (31,683,227)

**OPERATIONAL SURPLUS/(DEFICIT) (\$3,966,750)**

**BUDGETED UNENCUMBERED YEAR END GF CASH BALANCE \$ 9,328,314**

**FINANCIAL POLICY AMOUNTS**

	Minimum	Year End Projected Balance	Over/(Short)
Minimum Reserve Balance GF (Resolution 002-2014 16.7% of Budget Expenses)	\$ 5,027,962	\$ 9,328,314	\$4,300,352
Best Practice GF Minimum Reserve	\$ 7,541,943	\$ 9,328,314	\$1,786,371
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 JUNE 30, 2020**

PROJECT NUMBER	PROJECT NAME	TOTAL APPROPRIATED INCEPTION TO DATE	TOTAL EXPENSED INCEPTION TO DATE	TOTAL PENDING PURCHASE ORDERS	CURRENTLY AVAILABLE TO SPEND
31900300	2020 CUBE PARKING PH2	133,000	122,319	-	10,681
31901600	C&D FERN CAFÉ LTD RLF	35,000	35,000	-	-
31902400	USDOJ CORONAVIRUS	37,181	-	-	37,181
31902500	STIX RESTURANT LLC RLF	10,000	10,000	-	-
31902600	MODCRAFT LLC RLF	35,000	35,000	-	-
31902900	FASTSIGNS OF FINDLAY RLF	10,000	10,000	-	-
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	188,162	352,827	125,311
31980800	ORC PD REQUIRED TRAINING	29,320	28,583	736	0
31983000	VHF RADIO SYSTEM	604,077	407,233	154,308	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	18,487	-	513
31993000	CUBE COOLING SYS CONDENSERS	20,000	-	11,800	8,200
31993600	KEEP ACTIVE KEEP HEALTHY PROG	100,000	39,750	7,501	52,749
31993700	19 CUBE PARKING LOT REPAIRS	144,157	132,483	-	11,674
31993800	RVR GREENTRAIL TO RIVERBEND	200,000	75,380	105,379	19,241
31994000	2019 EMORY ADAMS PARKING LOTS	10,000	9,802	198	0
31994600	PD QUICK RESPONSE GRANT FY2020	50,000	37,866	12,134	-
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>4,428,925</b>	<b>2,432,026</b>	<b>831,008</b>	<b>1,165,890</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	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	63,408	230,323	39,000
32800200	20 STREET PREV MAINT PROGRAM	290,000	82,881	66,509	140,611
32801100	E SANDUSKY CORRIDOR/SAFETY	50,000	7,074	28,296	14,630
32801700	2020 CITY WALKS AND RAMPS	10,000	-	-	10,000
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	367,682	54,143	3,049,675
32884500	ODOT FY20 RESURF PID100184	2,101,451	99,518	-	2,001,933
32890600	TRAFFIC SIGNAL UPGRADES 2019	265,000	264,991	-	9
32893100	19 TRAFFIC POLE REPLACEMENT	50,000	37,930	3,600	8,470
32894300	LOGAN AVE PH3 CDBG	20,000	10,300	9,200	500
32894500	2020 RESURFACING	751,000	81,901	640,086	29,013
<b>SCM&amp;R FUND PROJECTS</b>		<b>8,443,616</b>	<b>1,544,246</b>	<b>1,193,509</b>	<b>5,705,861</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>48,293</b>	<b>155,559</b>	<b>114,318</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE 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	1,188,354	48,588	236,883
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	82,184	4,899	3,833
35595100	BLANCHARD ST CATCH BASIN REPL	151,685	128,381	-	23,304
35600100	SEWER TELEVISIONING	681,100	263	-	680,837
35600600	20 SEWER & MANHOLE LINING	1,000	2,420	-	(1,420)
35601000	2020 MANHOLE ADJUSTMENT	75,000	4,779	7,221	63,000
35601200	BLUE BONNET/BITTERSWEET SAN	20,000	10,750	6,550	2,700
35601300	WPC CLARIFIER 3&4 REHAB	20,000	-	17,000	3,000
35674500	LTCP EVALUATION STUDY	340,000	313,449	220	26,331
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	219,446	164,116	2,339
35681100	2018 ANNUAL SEWER TELEVISIONING	150,000	123,580	20,527	5,893
35681200	WPC UV SYSTEM REPLACEMENT	2,878,500	2,666,710	56,733	155,057
35691300	19 SEWER LINING & MANHOLE	400,000	236,184	156,209	7,607
35691400	19 SEWER TELEVISIONING	300,000	60,334	234,648	5,018
35691700	MADISON & MONROE	528,800	41,476	1,055	486,269
35691800	SR12 & DAVIS SAN SEWER	60,000	46,820	369	12,811
35691900	WEST MAIN CROSS SAN SEWER	20,000	18,891	1,109	-
<b>SEWER FUND PROJECTS</b>		<b>7,831,256</b>	<b>5,162,064</b>	<b>846,961</b>	<b>1,822,231</b>

<u>PROJECT NUMBER</u>	<u>PROJECT NAME</u>	<u>TOTAL APPROPRIATED INCEPTION TO DATE</u>	<u>TOTAL EXPENSED INCEPTION TO DATE</u>	<u>TOTAL PENDING PURCHASE ORDERS</u>	<u>CURRENTLY AVAILABLE TO SPEND</u>
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	337,692	158,637	38,671
35782500	RESERVOIR #2 RAMP REPAVING	25,000	-	-	25,000
35782600	WTP & RES SECURITY CAMERAS	150,000	13,228	92,541	44,231
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	265,030	231,138	63,977
35794400	LARGE METER TESTING CALIBRAT	95,625	-	95,625	-
35795200	RUTHERFORD WL REPLACEMENT	120,000	73,575	39,285	7,140
35795300	SIXTH ST WATERLINE REPLACE	555,430	22,828	489,151	43,451
35795400	W MELROSE AVE WATERLINE	161,000	135,118	18,970	6,912
<b>WATER FUND PROJECTS</b>		<b>5,089,810</b>	<b>1,586,387</b>	<b>2,148,268</b>	<b>1,355,154</b>

CITY OF FINDLAY  
CASH & INVESTMENTS AS OF JUNE 30, 2020

<u>AMOUNT</u>	<u>DESCRIPTION AND RATE</u>	<u>BANK/FIRM</u>
\$ 1,144,000.00	STAR OHIO @ 0.610%	
123,304.26	STAR OHIO @ 0.610%	
3,500.00	STAR OHIO @ 0.610%	
1,495,501.75	STAR OHIO @ 0.610%	
24,000,000.00	STAR PLUS @ 0.150%	
22,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
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/>		
\$ 53,956,846.01	INVESTMENT TOTAL	
5,675,374.19	5/3 BANK ACCOUNT BALANCE	
-	ACCRUED INVESTMENT INTEREST	
<hr/>		
<b><u>\$59,632,220.20</u></b>	<b>TOTAL CASH &amp; INVESTMENTS</b>	

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

GENERAL	\$ 9,328,314
SCM&R	247,243
SCM&R HIWAY	234,470
SEVERANCE PAYOUT RESERVE	980,545
AIRPORT	99,980
WATER	2,687,325
SEWER	6,053,477
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 JUNE 30, 2020**

\$16,106,456.58	General Fund
1,000,000.00	General Fund Restricted Rainy Day
1,703,893.65	General Fund Projects
1,699,204.04	SCM&R Fund
2,900,873.33	SCM&R Fund Projects
-	County Permissive License Fund
243,927.39	State Highway Fund
212.57	Law Enforcement Trust Fund
3,861.87	Drug Law Enforcement Trust Fund
297,166.79	ID Alcohol Treatment Fund
64,520.99	Enforcement & Education Fund
563,698.43	Court Special Projects Fund
146,212.93	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
136,083.35	Alcohol Monitoring Fund
142,958.39	Mediation Fund
169,401.16	Electronic Imaging Fund
20,592.72	Legal Research Fund
841,723.51	Severance Payout Fund
538,652.26	Debt Service Fund
19,318.44	CR 236 TIF Fund
662,924.96	Municipal Court Improvement Fund
559,650.32	Airport Fund
60,097.44	Airport Fund Projects
6,183,848.52	Water Fund
888,561.05	Water Fund Restricted
3,238,683.04	Water Fund Projects
6,406,770.00	Sewer Fund
5,260,200.11	Sewer Fund Restricted
2,961,389.96	Sewer Fund Projects
67,736.43	Parking Fund
-	Parking Fund Projects
81,680.48	Swimming Pool Fund
-	Swimming Pool Fund Projects
27,465.26	Internal Service Central Stores Fund
712,162.55	Internal Service Workers Comp Fund
1,157,467.54	Internal Service Self Insurance Fund
2,165,467.41	CIT Fund
413,338.44	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
36,866.80	Tax Collection Agency Fund
1,510,827.07	Cemetery Trust Fund
159,728.94	Private Trust Fund
100,611.93	Guaranteed Deposits
-	Special Assessments Pavements Fund
250.37	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
12,297.47	Special Assessments Storm Fund
<u><u>\$ 59,632,220.20</u></u>	<b>TOTAL CASH &amp; INVESTMENTS</b>



# TREASURER'S OFFICE

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

## Treasurer's Reconciliation for June 30, 2020

---

### TREASURER

Fifth Third Initial Balance	3,818,276.57
- Withdrawals ()	(4,968,480.52)
+ Deposits	7,005,865.18
Ending Balance	5,855,661.23

- Outstanding checks ()	(178,715.29)
Pending Correction	(1,628.00)
Deposit in Transit	16.00
Deposit in Transit	40.25

Treasurer's Checking Bal	5,675,374.19
--------------------------	--------------

Investment Principal	53,956,846.01
----------------------	---------------

Treasurer's Total Cash and Investments	59,632,220.20
--	---------------

### AUDITOR

Auditor's Checking Bal	5,675,374.19
------------------------	--------------

Auditor's Total Cash and Investments	59,632,220.20
--------------------------------------	---------------

Respectfully submitted,

Susan Jo Hite  
Treasurer

# City of Findlay

Christina M. Muryn, Mayor

## POLICE DEPARTMENT

Robert K. Ring, Chief of Police

318 Dorney Plaza, Room 116 • Findlay, OH 45840

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

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

July 13, 2020

The Honorable Council:

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

Terry W. Handley

Robert C. Ford

James R. Pistillo

Michael R. Richardson

Jay Soupene

Julia L. Jackowski

Casey's Marketing Company, DBA Casey's General  
Store 3778, 1403 N. Main St., Findlay, Ohio 45840.

Sincerely,



Robert K. Ring  
Chief of Police

NOTICE TO LEGISLATIVE  
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL  
8606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

13139450095 <small>PERMIT NUMBER</small>		NEW <small>TYPE</small>	CASEYS MARKETING CO DBA CASEYS GENERAL STORE 3778 1403 N MAIN ST FINDLAY OH 45840
09 25 2018 <small>ISSUE DATE</small>			
C2 <small>PERMIT CLASSES</small>			
32 <small>TAX DISTRICT</small>	044 A <small>PERMIT CLASSES</small>	C14677 <small>RECEIPT NO.</small>	

FROM 07/10/2020

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

RECEIVED  
JUL 13 2020  
MAYOR'S OFFICE



MAILED 07/10/2020

RESPONSES MUST BE POSTMARKED NO LATER THAN. 08/10/2020

**IMPORTANT NOTICE**

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 1313945-0095**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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

**FOR OFFICE USE ONLY:**  
 NEW  
 TRANSFER  
 RENEW  
 PERMIT NO. 1313115015

OHIO DEPARTMENT OF COMMERCE  
 DIVISION OF LIQUOR CONTROL  
 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005  
 Telephone: (614) 644-2360 http://www.com.ohio.gov/liqr



**OFFICER/SHAREHOLDERS DISCLOSURE FORM**

**SECTION A.** (This form must accompany all applications of a corporate business entity)

Name of Corporation	Casey's General Stores Inc..	DBA Name	Casey's General Store #3778
Permit Premises Address	1403 North Main Street	City, State	Findley OH
		Zip Code	45840
Township, if in Unincorporated Area		Tax Identification No. (TIN)	42-0935283
Email Address:			

**SECTION B.**

1. Is stock publicly traded?  YES  NO  
 If "YES", indicate exchange NASDAQ & Do NOT complete SECTION D.

2. Does any stockholder own 5% or more shares? If YES, complete SECTION D.  YES  NO

3. Total Number of shares issued \_\_\_\_\_

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement enforcement action, or collect taxes.

**SECTION C.** List the top five (5) officers of the captioned corporation. If an office is NOT held please indicate by writing NONE.

THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCIAI AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191

NAME OF OFFICER	SOCIAL SECURITY NUMBER	DATE OF BIRTH
1) CEO Terry W. Handley	[REDACTED]	01/15/1960
2) President Terry W. Handley	[REDACTED]	01/15/1960
3) Vice-President Robert C. Ford	[REDACTED]	08/30/1957
4) Secretary None		
5) Treasurer James R. Pistillo	[REDACTED]	07/06/1971

**SECTION D.** Stockholders holding 5% or more outstanding shares. Note: If you answered Question 1 YES, do not complete this section

THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCIAI AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191. If none, please indicate by writing "NONE".

1) Stockholder's Name	Social Security No. (if individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address	Tax Identification No. (if applicable)	
City and State	Telephone No.	
Zip Code	Date of Birth	
2) Stockholder's Name	Social Security No. (if individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address	Tax Identification No. (if applicable)	
City and State	Telephone No.	
Zip Code	Date of Birth	

(PLEASE SEE REVERSE SIDE SHOULD YOU NEED ADDITIONAL SPACE TO LIST STOCKHOLDERS)

STATE OF OHIO,

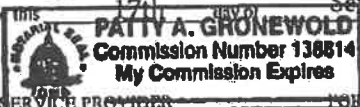
COUNTYss

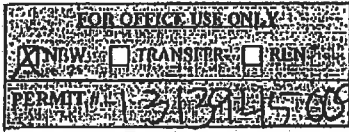
I, Terry W. Handley being first duly sworn, according to law, deposes and says that he/she is (Title) President & CEO

of the Casey's General Stores Inc. a corporation duly authorized by law to do business in the State of Ohio, and that the statements made in the foregoing affidavit are true.

(Signature) [Signature] (Print Name and Corporate Title) Terry W. Handley, President & CEO

Sworn to and subscribed in my presence this 17th day of September 2018  
[Signature] 03/06/2019  
 (Notary Public) (Notary Expiration)





OHIO DEPARTMENT OF COMMERCE  
DIVISION OF LIQUOR CONTROL  
6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005  
Telephone: (614) 644-2360 http://www.com.ohio.gov/liqr

2018 SEP 25 PM 12



OFFICER/ SHAREHOLDERS DISCLOSURE FORM

SECTION A. (This form must accompany all applications of a corporate business entity)

Name of Corporation	Casey's Marketing Company	DBA Name	Casey's General Store #3778
Permit Premises Address	1403 North Main Street	City, State	Findlay OH
		Zip Code	45840
Township, if in Unincorporated Area		Tax Identification No. (TIN)	42-1435913
Email Address:			

SECTION B.

- Is stock publicly traded?  YES  NO  
If "YES", indicate exchange \_\_\_\_\_ & Do NOT complete SECTION D.
- Does any stockholder own 5% or more shares? If YES, complete SECTION D.  YES  NO
- Total Number of shares issued 1,000

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement enforcement action, or collect taxes.

SECTION C. List the top five (5) officers of the captioned corporation. If an office is NOT held please indicate by writing NONE.

THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCIAI AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191

NAME OF OFFICER	SOCIAL SECURITY NUMBER	DATE OF BIRTH
1) CEO None		
2) President Michael R. Richardson	██████████	04/16/1956
3) Vice-President Jay Soupene	██████████	11/17/1968
4) Secretary Julia L. Jackowski	██████████	02/24/1966
5) Treasurer James R. Pistillo	██████████	07/06/1971

SECTION D. Stockholders holding 5% or more outstanding shares. Note: If you answered Question 1 YES, do not complete this section

THE INDIVIDUALS LISTED BELOW MUST HAVE A BACKGROUND CHECK PERFORMED BY BCIAI AND SUBMIT A PERSONAL HISTORY BACKGROUND FORM. PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191. If none, please indicate by writing "NONE".

1) Stockholder's Name	Social Security No. (if Individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Casey's General Stores Inc.		1,000
Residence Address One SE Convenience Blvd.	Tax Identification No. (if applicable) 42-0935283	
City and State Ankeny IA	Telephone No. 515-446-6822	
Zip Code 50021	Date of Birth	
2) Stockholder's Name	Social Security No. (if Individual)	NUMBER OF SHARES HELD (NOT PERCENTAGE)
Residence Address	Tax Identification No. (if applicable)	
City and State	Telephone No.	
Zip Code	Date of Birth	

(PLEASE SEE REVERSE SIDE SHOULD YOU NEED ADDITIONAL SPACE TO LIST STOCKHOLDERS)

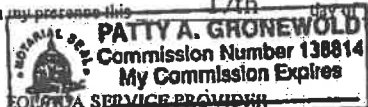
STATE OF OHIO,

COUNTYs

I, Michael R. Richardson being first duly sworn, according to law, deposes and says that he/she is (Title) President of the Casey's Marketing Company a corporation duly authorized by law to do business in the State of Ohio, and that the statements made in the foregoing affidavit are true.

(Signature) [Signature] (Print Name and Corporate Title) Michael R. Richardson, Presidente

Sworn to and subscribed in my presence this 17th day of September 2018



(Notary Public) [Signature] (Notary Expiration) 03/06/2019

# City of Findlay

Christina M. Muryn, Mayor

## POLICE DEPARTMENT

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

July 14, 2020

The Honorable Council:

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

Jason Reiser  
Steven R. Deckard

Dolgen Midwest LLC, DBA Dollar General Store 21084,  
707 S. Blanchard St., Findlay, Ohio 45840.

Sincerely,



Robert K. Ring  
Chief of Police

**NOTICE TO LEGISLATIVE  
AUTHORITY**

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

TO

22348155015 PERMIT NUMBER		NEW TYPE	DOLGEN MIDWEST LLC DBA DOLLAR GENERAL STORE 21084 707 S BLANCHARD ST FINDLAY OH 45840
08 29 2019 ISSUE DATE			
08 29 2019 FILING DATE			
C1 PERMIT CLASSES			
32 TAX DISTRICT	044 A	C45570 RECEIPT NO.	

FROM 07/10/2020

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

**RECEIVED**  
**JUL 13 2020**  
**MAYOR'S OFFICE**



MAILED 07/10/2020

RESPONSES MUST BE POSTMARKED NO LATER THAN. 08/10/2020

**IMPORTANT NOTICE**

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 2234815-5015**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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



### OWNERSHIP DISCLOSURE INFORMATION

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

#### Searching Instructions

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

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

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

SEARCH CRITERIA	
<b>Permit Number</b>	<input type="text" value="2234815"/>
<b>Permit Name / DBA</b>	<input type="text"/>
<b>Member / Officer Name</b>	<input type="text"/>

[Search](#)      [Reset](#)      [Main Menu](#)

Member/Officer Name	Shares/Interest	Office Held
<b>Permit Number:</b> 2234815; <b>Name:</b> DOLGEN MIDWEST LLC; <b>DBA:</b> ; <b>Address:</b> ATTN TAX DEPT BEER & WINE GOODLETTSVILLE 37072		
JASON REISER		SECRETARY
STEVEN RAY DECKARD		CEO
DG STRATEGIC I LLC	MANAGE MEM	

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



July 15, 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 July 15, 2020, the City of Findlay Revolving Loan Fund Committee awarded a loan to The Sunshine Institute, 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 July 24, 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:	The Sunshine Institute, LLC (31903000)	\$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



**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

July 15, 2020

Honorable City Council  
City of Findlay, Ohio

Dear Honorable Council Members:

As we hit the midpoint of 2020 I wanted to provide a brief update in how we are trending compared to the previously provided budget plan. Attached is an update that provides a summary of where we are through June compared to our target. As a reminder these operational changes were in response to our expected decrease in revenues related to the COVID-19 pandemic.

Our message continues to be that all departments limit spending to those items which are necessary for continued performance of their departments. I am proud of the diligent management by each Department Head, and employee, to ensure strong stewardship. Because of them we have spent just 49% of our targeted budget and I expect that margin to grow.

Please note:

- Planning & Zoning Expense is at 99% due to our annual contributions toward Hancock Regional Planning Commission already being paid.
- General Expense is at 74% because of annual payments that have already been paid out including the Health Department, Raise the Bar, Pool Subsidy, Jail Costs, and a few Capital Improvement Transfers.

We will continue to closely monitor spending for the remainder of the year and regularly report back to this body to ensure appropriate management of our communities' tax dollars.

As always, please don't hesitate to contact me if you have any questions or concerns.

Sincerely,

Christina M. Muryn  
Mayor

## Updated 2020 City of Findlay Operational Budget

*Revised Budget Updated as of 05/01/2020*

		2019	2020	2020		2020	% of Revised
		ACTUAL	BUDGET	TARGETED		ACTUAL JUN YTD	Spent
TOTAL	COUNCIL	174,881	327,935	327,935		99,375	30%
TOTAL	MAYOR'S OFFICE	280,421	346,501	315,729	-9%	165,022	52%
TOTAL	AUDITOR'S OFFICE	597,417	727,737	727,737	0%	309,875	43%
TOTAL	TREASURER'S OFFICE	18,934	23,649	23,649	0%	16,107	68%
TOTAL	LAW DIRECTOR	622,997	665,827	665,827	0%	355,335	53%
TOTAL	MUNICIPAL COURT	1,846,359	2,501,301	2,501,301	0%	1,137,329	45%
TOTAL	CIVIL SERVICE	129,986	160,791	160,791	0%	62,540	39%
TOTAL	PLANNING & ZONING	159,849	152,592	152,592	0%	150,367	99% *
TOTAL	COMPUTER SERVICES	438,796	525,363	467,260	-11%	201,967	43%
TOTAL	GENERAL EXPENSE	5,327,641	2,317,800	1,917,800	-17%	1,421,506	74% **
TOTAL	POLICE DEPARTMENT	7,397,849	8,449,269	8,096,779	-4%	3,965,242	49%
TOTAL	DISASTER SERVICES	50,046	55,647	54,647	-2%	46,211	85%
TOTAL	FIRE DEPARTMENT	7,268,174	7,932,075	7,656,768	-3%	3,601,432	47%
TOTAL	DISPATCH CENTER	1,084,236	1,122,376	1,114,783	-1%	571,491	51%
TOTAL	SAFETY DIRECTOR	107,596	128,704	112,539	-13%	56,219	50%
TOTAL	HUMAN RESOURCES	128,857	159,736	137,034	-14%	67,508	49%
TOTAL	SERVICE DIRECTOR	98,004	132,277	106,437	-20%	45,908	43%
TOTAL	ENGINEERING DEPARTMENT	663,267	860,839	723,357	-16%	318,187	44%
TOTAL	PUBLIC BUILDING	355,264	542,367	425,707	-22%	140,710	33%
TOTAL	ZONING	298,268	374,507	317,522	-15%	148,369	47%
TOTAL	PARKS DEPARTMENT	988,582	1,113,333	906,498	-19%	437,161	48%
TOTAL	RESERVOIR RECREATION	3,785	26,973	8,273	-69%	2,090	25%
TOTAL	RECREATION MAINTENANCE	87,765	99,500	85,000	-15%	22,147	26%
TOTAL	RECREATION FUNCTIONS	791,586	926,413	853,131	-8%	347,901	41%
TOTAL	CEMETERY DEPARTMENT	551,296	494,259	410,354	-17%	261,502	64%
TOTAL	GENERAL FUND	29,471,859	30,167,771	28,269,450	-6%	13,951,501	49%
	<i>Remove CI transfer out of Genl Exp</i>	<i>(2,000,000)</i>					
		<b>27,471,859</b>	<b>30,167,771</b>	<b>28,269,450</b>	<b>-6%</b>		
TOTAL PERSONAL EXPENSES		<b>20,649,566</b>	<b>23,121,259</b>	<b>22,232,173</b>	<b>-4%</b>		
TOTAL OPERATING EXPENSES		8,822,293	7,046,512	6,037,277	-14%		
	<i>Remove CI transfer out of Genl Exp</i>	<i>(2,000,000)</i>					
		<b>6,822,293</b>	<b>7,046,512</b>	<b>6,037,277</b>	<b>-14%</b>		
TOTAL REDUCTION				<b>1,898,321</b>			

\* amount the City pays to support HRPC

\*\* several subsidies are paid from here and have already been paid out

	2019 ACTUAL	2020 BUDGET	2020 TARGETED		2020 ACTUAL JUN YTD	% of Revised Spent
AIRPORT	1,266,118	1,223,038	817,243	-33%	381,612	47%
WATER FUND	7,382,904	7,508,514	6,811,778	-9%	2,530,790	37%
WPC FUND	4,158,277	4,525,623	4,410,915	-3%	2,128,461	48%

# Office of the Mayor

Christina M. Muryn

318 Dorney Plaza, Room 310  
Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245  
www.findlayohio.com

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

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

Honorable City Council  
Findlay, OH 45840

July 16, 2020

RE: Blanchard Street Sewer Replacement, Project No. 35592200

Dear Council Members:

This project was part of the 2019 Capital Improvement Plan and involves replacing some damaged sewer near the Blanchard Street and Crystal Avenue Intersection. The original estimate in the Capital Plan was \$300,000. After reviewing the sewer videos from the area, Engineering has determined that the most inexpensive way to get the project completed is to have a contractor replace the sewer while the Street Department repairs the intersection. Since the sewer repair is not as extensive as originally thought and by having some of the Street Department help with the project, it is now estimated that the project can be completed for \$80,000.

Previously, an amount of \$20,000 was appropriated from the Stormwater Fund to the project for design and startup. At this time, an appropriation for construction, inspection and a contingency is needed to complete the project.

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

FROM: Sewer Fund- Stormwater Restricted Account	\$60,000
TO: Blanchard Street Sewer Replacement Project No. 35592200	\$60,000

If you have any questions, please feel free to contact me.

Sincerely,



Brian Thomas  
Service Director/Acting City Engineer

pc: Don Rasmussen, Law Director  
Jim Staschiak II, Auditor

**Committee Members:**

- Grant Russel, at large – Committee Chair
- Bud Haas, Ward 1
- Dennis Hellmann, Ward 2
- Tom Shindledecker, at-large
- Jim Slough, Ward 4

**Staff:**

- Brian Thomas, Service Director/ Acting City Engineer
- Matt Cordonnier, HRPC Director
- Kyle Inbody, Zoning Code Enforcement Officer
- Judy Schrimshaw, HRPC

**Meeting Start Time:** 12:00**Meeting End Time:** 12:29 PM**Guests:**

Councilman Randy Greeno

Kim Hamilton (applicant) – 1017 Hurd Avenue

Deb Mericle – 423 Elm St.

## Agenda:

**Call to Order**

- Meeting called to order at noon.

**Roll Call**

- Dennis Hellmann & Bud Haas had previously informed the Committee Chair that they would be absent from this meeting.

**New Items**

1. 1017 Hurd Avenue Alley Vacation
  - Per Matt C
    - i. CPC – recommended to deny the request
  - Per Brian Thomas
    - i. Concern is continued access to the alley that could be denied
    - ii. Concern is the next owner of properties on Elm who might want to use the alley but wouldn't have access or future owners who would have ownership of half the former alley and could restrict access
    - iii. Concern is that for the applicant to access their garage off the alley, they would have to travel over private property – one-half of the vacated alley
    - iv. Other concerns as expressed by the applicant: people walking through the alley; speeding is less of a practical concern
  - Grant Russel pointed out an alley vacation on the east side of South Main St around 2014-15. The vacation affected those further down the alley as these residents lost trash service because the vacation created a right-angle turn that their trash hauler could not navigate
  - Tom Shindledecker acknowledged the concern w/ drug activity at a house on Elm Street that was discussed at the City Planning Commission and the foot traffic that results because of it. However, Tom doesn't think that alley vacation is the solution to that problem.

- Kim Hamilton & Deb Mericle
  - i. There is drug activity at on house on Elm St. causing Ms. Mericle to erect a fence to block the activity and transit through her property.
  - ii. Ms. Hamilton has put up security cameras, motion sensitive lights, contacted the police numerous times but nothing stops the activity. She has counted 30x visitors per day people coming and going. They have had run-ins w/ Ms. Hamilton's husband.
  - iii. They understand that closing alley won't entirely remedy the situation, but they are wanting to try anything that might work.
- Motion to recommend denial of vacation: Russel
  - i. motion fails for lack of a second
- Jim Slough says that it sounds like the issue is entirely drug related and most of the people who use the alley are there for that reason
  - i. Ms. Hamilton & Ms. Mericle say that when people are walking, they don't use the alley if they (the applicants) are outside.
  - ii. A general discussion of the egress paths of individuals using the alley followed.
  - iii. Applicant indicated that she would block access to the alley at the eastern part of the vacation – where it intersects with a north/south alley.
  - iv. Applicant stated that there is no trash service on the section of the alley where the vacation is being requested.
- Tom Shindledecker asked if it would help if the alley was designated one-way?
  - i. Per Brian Thomas – in order to make the alley one-way it cannot be vacated.
- Motion to recommend denial of vacation: Russel / S
  - i. Motion approved – 3-0

**Tabled Items**

1. Midland Rezone (tabled)

**Adjournment**

- Meeting adjourned at 12:29 PM

*Grant C. Russel*

---

Grant Russel, Planning & Zoning Committee Chair



**COMMITTEE REPORT**

**THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO**

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Kim Hamilton to vacate the alley between Lot 132 in Byals A P O L and Lots 1901-1904 in the Schwartz & Firmins Addition from Hurd Avenue east to the north-south alley.

We recommend denial of the request. (Motion: Russel / Second: Slough)

PUBLIC HEARING:

*Grant C. Russel*

Aye  Nay \_\_\_\_\_  
Grant Russel, Chairman

ABSENT

Aye  Nay \_\_\_\_\_  
Bud Haas

ABSENT

Aye  Nay \_\_\_\_\_  
Dennis Hellmann

Aye  Nay \_\_\_\_\_  
Tom Shindledecker

Aye  Nay \_\_\_\_\_  
James Slough

**PLANNING & ZONING COMMITTEE**

**LEGISLATION:** \_\_\_\_\_

**DATED: July 9, 2020**

**Committee Members:**

- Jeff Wobser, at large – Committee Chair
- Randy Greeno, Ward 5
- Josh Palmer, Ward 7
- Tom Shindlecker, at-large
- Beth Warnecke, Ward 3

**Staff:**

- James Staschiak, City Auditor
- Christina Murn, Mayor
- Paul Schmelzer, Safety Director
- Brian Thomas, Service Director/Acting City Engineer
- Donald Rasmussen, Law Director

Meeting Start Time: 5:31

Meeting End Time: 6:28

**Guests:**

Ginger Simpson, Paul Smelzer  
Judge Alan Hackenberr  
Mr. Beach, Susan Hite - Treasurer

**Agenda:**

Call to Order

Roll Call

Approval of Minutes

New Items

1. House Bill (HB) 481/CARES Act funding

Adjournment

  
\_\_\_\_\_  
Jeff Wobser, Appropriations Committee Chair

# COMMITTEE REPORT

## THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

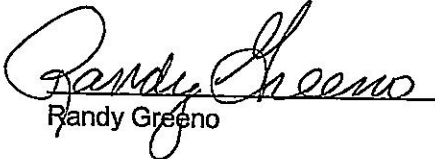
The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss House Bill (HB) 481/CARES Act funding.

We recommend The administration continue to move forward with purchases of equipment, goods or services that will be covered by The CARES Act reimbursement. If, by mid-September, the above does NOT utilize all of The funds, and we have received clarification that The funds can be used for pandemic related salary expenses, then The remainder of The funds will be used toward salary reimbursement. If no clarification is received on The salary question, then only The equipment + goods will be submitted.

Aye  Nay

  
Jeff Wobser, Chairman

Aye  Nay

  
Randy Greeno

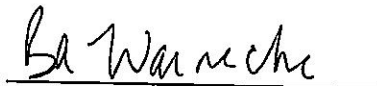
Aye  Nay

  
Josh Palmer

Aye  Nay

  
Tom Shindlecker

Aye  Nay

  
Beth Warnecke

**APPROPRIATIONS COMMITTEE**

**DATE: July 14, 2020**

**LEGISLATION \_\_\_\_\_**

**Committee Members:**

- Randy Greeno, Ward 5 – Committee Chair
- Joshua Palmer, Ward 7
- Grant Russel, at-large

**Staff:**

- Tammy Kirkpatrick, Billing Supervisor
- Jason Phillips, Water Treatment & Distribution Superintendent
- Mayor Christina Muryn
- Brian Thomas, Service Director/ Acting City Engineer
- Jim Staschiak, City Auditor
- Ginger Sampson, Deputy City Auditor
- Jeff Fenimore, Water Billing Dept

**Meeting Start Time:** 5:00 p.m.

**Meeting End Time:** 6:20 p.m.

**Guests:**

Denise Grant, The Courier

Emily Zagar, Carol Toupalik, Ann Fenimore Utility Billing Office

## Agenda:

### Call to Order

### Roll Call

### New Items

#### 1. Water Meter / Transmitter Project Update

- Presentation by Brian Thomas
  - i. Want to move forward with Aclara transmitters
    - Transmitters will work with any meter; If we change meter manufacturers, the proposed transmitters would work with the new meters
    - There are currently approximately 740 transmitters not working; these require manual meter reading
  - ii. Presented two plans (attachment)
    - Both options include replacement of all transmitters over four or five years and replace meters as they fail
    - Both options include purchasing & installing 11 DCUs in the first year, integrating the transmitters software into the current billing software
    - Meter replacement numbers are estimated
- Councilman Greeno asked about the expected life of a transmitter. Per Jason Phillips expected transmitter life is 10-15 years
- Councilman Russel asked about a price guarantee for the transmitter over the duration of the plan. Per Jason Phillips there is no set price for the transmitters over the life of the plan.
- Councilman Greeno asked about the plan for transmitter replacement – will we focus on a specific area or replace as they fail? Per Brian Thomas that has not yet been decided. While it makes sense to do it by area, that might not be practical.

- Councilman Greeno asked about the expected life for 2G which the current transmitters utilize.
  - i. Per Brian Thomas, there is not a consensus on the remaining lifespan of the 2G network. He is expecting that 2G network providers will no longer replace equipment as it fails. If the 2G network is not available, then our current automated reading systems will not work.
  - ii. Tammy Kirkpatrick said that we are losing support for the transmitter software at end of the year. It too must be operational as long as we have the old transmitters in use. The plan is based upon having both transmitters systems operational for four or five years.
- Per Brian Thomas, \$250,000 was previously allocated to this project from the Water Fund. This plan requires an additional \$50,000 from the Water Fund, plus \$300,000 from the Sewer Fund. The 50/50 split between the Water & Sewer Funds covers each year of the plan.
- Councilman Russel asked what the expected lead time for transmitters? Per Jason Phillips, expected lead time is 3-4 months.
- Discussions were held about the requirement for this project to go through an open bid process because the cost is well over the \$50,000 limit. Brian Thomas said that this project is a result of an evaluation process that took input from multiple vendors and took technical specifications and capabilities into account to arrive at a selected vendor and therefore satisfied the open bid requirements. The Mayor will follow up with the Law Director & Auditor concerning this question.
- Councilman Russel asked about the DCU portion of the initial project and if locations had been identified. Jason Philips said that the vendor studied the topography of the city to determine DCU counts and locations. Specific locations have been identified. For comparison sake, the current system has approximately 40 DCUs whereas the new system will have 11 which will provide coverage of 99% of the city by a minimum of three DCUs. The vendor that conducted the study would also perform the installation. There was no estimate on how long it will take the vendor to implement the DCUs.
- Councilman Russel asked who would be installing transmitters. Per Brian Thomas, city personnel would do the installations. Jeff Fenimore offered that it would take 20-25 minutes to install one transmitter and that there are currently two people who would be doing the installations. Brian Thomas quickly provided a rough estimate of approximately 8,300 transmitters per year as the theoretical maximum number that could be installed by two people dedicated to the task. Councilman Russel suggested that this was a very optimistic estimate. Mayor Muryn said that this topic had been extensively discussed and consideration was given to using outside resources, weighing costs vs. necessity of a timely installation. Jeff Fenimore said that third-party resources were used during the installation of the current 2G transmitters and that it took about a year to install the first 5000.
- Councilman Russel asked about the Billing Software Update project. Tammy Kirkpatrick provided update stating that after a decision to move forward is made it would take approximately six to eight months to go live with the new software. Brian offered

additional details. Jim Staschiak said that the Auditor's Office is not comfortable with the software company that is being considered for a variety of reasons. Councilman Russel asked if there was a breakdown on the cost to integrate the new transmitter software with the existing billing software. Jason Phillips said that no such breakdown was available.

- Councilman Russel stated that he is still on the fence about the project, with concerns about the ability in install transmitters using only in-house labor, the costs and complexity to run two transmitter platforms with our existing billing software, and a desire to see the results of the State's Performance Audit be completed.
- Councilman Palmer stated that he too is on the fence. He is fine with transmitter project if it were being done in a vacuum, however it is all the surrounding issues that give him pause.
- The committee recommended that we continue discussions on this topic in the near future.

## 2. Water Fund Presentation

- Presentation by Auditor Jim Staschiak (PowerPoint presentation to be provided)
- Per Brian Thomas, the Capital Plan spreadsheet had an error that inflated the balance of the Water Fund. After It was discovered adjustments were made to the capital plan. Furthermore, the capital plan is always in flux and will always be adjusted to reflect budget realities.
- Auditor Staschiak said that the Sewer created a dedicated equipment fund as a requirement in order to get EPA funding for sewer upgrades.
- Councilman Greeno asked if a recent rate study has been completed? Brian Thomas said that a rate study is currently being conducted by a third party while internally conducted rate studies are conducted on an annual basis prior to that.
- Councilman Green asked if the State Performance Audit will recommend a software package? Auditor Staschiak said it will not, but it will provide the criteria for evaluation of a software package.
- Brian Thomas said that the Water & Sewer departments are looking at pairing back some of the major capital projects. For example, the CO2 tank replacements, a \$600,000 project, is not going to be completed this year with only engineer work being completed this year.

### Adjournment

*Randy Greeno*

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Randy Greeno, Water & Sewer Committee Chair

**Committee Members:**

- Randy Greeno, Ward 5 – Committee Chair
- Joshua Palmer, Ward 7
- Grant Russel, at-large

**Staff:**

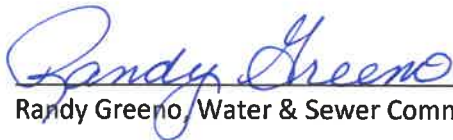
- Tammy Kirkpatrick, Billing Supervisor
- Jason Phillips, Water Treatment & Distribution Superintendent
- Dave Beach, WPCC Superintendent
- Brian Thomas, Service Director/ Acting City Engineer

Meeting Start Time: 5:00 pmMeeting End Time: 6:20 pm**Guests:**

<u>Jeff Fenimore</u>	<u>Caral Toupalik</u>
<u>Ann Fenimore</u>	<u>Ginger Sampson</u>
<u>Emily Zagar</u>	<u>Jim Staschiak</u>
<u>Mayor Moryn</u>	<u>Denise Grant</u>

**Agenda:**Call to OrderRoll CallNew Items

1. Water Meter Transmitters
2. Water Fund

Adjournment  
\_\_\_\_\_  
Randy Greeno, Water & Sewer Committee Chair


## COMMITTEE REPORT

### THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **WATER AND SEWER COMMITTEE** met on July 16, 2020 to discuss March 11, 2020 and May 21, 2020 updates to the water meter/transmitter project.

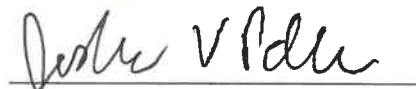
We recommend *that there be continued discussion.*

Aye  Nay

  
Randy Greeno, Chairman

LEGISLATION: \_\_\_\_\_

Aye  Nay

  
Josh Palmer

DATED: July 16, 2020

Aye  Nay

  
Grant Russel

COMMITTEE:  
WATER & SEWER



Meter and Transmitter Options

Project Completed in 2024

Suez

11 DCU's unit costs

Software

Integration into billing software

Leak Detection

Transmitters \$ 152.00

Dual Transmitters \$ 195.00

Meters

from 5/8" \$ 106.25

Neptune 3/4" \$ 170.00

1" \$ 247.50

Auto shut off with meter \$ 550.00

	2020	2021	2022	2023	2024
	\$ 442,160.00				
Leak Detection		\$ 15,000.00			
Transmitters	1000 \$ 152,000.00	5000 \$ 760,000.00	5000 \$ 760,000.00	5000 \$ 760,000.00	5000 \$ 760,000.00
Dual Transmitters					
Meters					
from 5/8"	0 \$ -	400 \$ 42,500.00	400 \$ 42,500.00	400 \$ 42,500.00	400 \$ 42,500.00
Neptune 3/4"	0 \$ -	100 \$ 17,000.00	100 \$ 17,000.00	100 \$ 17,000.00	100 \$ 17,000.00
1"	0 \$ -	50 \$ 12,375.00	50 \$ 12,375.00	50 \$ 12,375.00	50 \$ 12,375.00
Auto shut off with meter	10 \$ 5,500.00	100 \$ 55,000.00	100 \$ 55,000.00	100 \$ 55,000.00	100 \$ 55,000.00
<b>TOTAL</b>	<b>\$ 599,660.00</b>	<b>\$ 901,875.00</b>	<b>\$ 886,875.00</b>	<b>\$ 886,875.00</b>	<b>\$ 886,875.00</b>

Meter and Transmitter Options

Project Completed in 2025

Suez

11 DCU's unit costs

Software

Integration into billing software

2020

2021

2022

2023

2024

2025

\$ 442,160.00

Leak Detection

\$ 15,000.00

Transmitters \$ 152.00

1000 \$ 152,000.00 4000 \$ 608,000.00 4000 \$ 608,000.00 4000 \$ 608,000.00 4000 \$ 608,000.00 4000 \$ 608,000.00

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Meters

from 5/8" \$ 106.25

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Neptune 3/4" \$ 170.00

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1" \$ 247.50

0 \$ - 50 \$ 12,375.00 50 \$ 12,375.00 50 \$ 12,375.00 50 \$ 12,375.00 50 \$ 12,375.00

Auto shut off with meter \$ 550.00

10 \$ 5,500.00 100 \$ 55,000.00 100 \$ 55,000.00 100 \$ 55,000.00 100 \$ 55,000.00 100 \$ 55,000.00

**TOTAL \$ 599,660.00 \$ 749,875.00 \$ 734,875.00 \$ 734,875.00 \$ 734,875.00 \$ 734,875.00**

# WATER FUND 2020 AND BEYOND

Information regarding the significantly  
reduced current and projected cash balance  
of the City's Water Fund

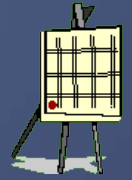


07/16/2020





# GFOA Best Practices



*It is essential that a government maintain adequate levels of working capital in its various funds to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenses) and to ensure stable services and fees... governments should start with a baseline of ninety (90) days worth of working capital and then adjust the target based on the particular characteristics of the fund in question*



# WATER Fund Cash Balance Based on Current Information

SNAPSHOT SUMMARY OF WATER AND SEWER FUNDS		2020
Revenues/Expenditures & Key Balances Snapshot as of :	Projected	6/30/2020
<b>WATER FUND REVENUE &amp; EXPENSE SNAPSHOT</b>		
Prior Year Ending Cash Balance – Unappropriated		\$5,608,367
Revenue and receipts projection Water Fund	\$7,762,597	
Budgeted Operating & Debt Expenses Appropriated	\$7,827,364	
<b>OPERATIONAL SURPLUS/(DEFICIT)</b>		<b>(\$64,767)</b>
Budgeted Capital Expenses Already Appropriated	\$2,856,275	
<i>Scheduled Capital Improvement Projects remaining</i>	\$1,164,725	
<b>PROJECTED LIKELY YEAR END WATER FUND UNRESTRICTED CASH BALANCE</b>		<b>\$1,522,600</b>
<i>Minimum 3 month Reserve Balance for operational expenses</i>	\$1,940,649	
<i>Reserve for next year debt service</i>	\$322,995	
<i>Minimum Reserve against depreciated capital assets</i>	\$1,700,000	
<i>Emergency unexpected item considerations</i>	\$0	
<b>TOTAL MINIMUM RESERVE BALANCE</b>		<b><u>(\$3,963,644)</u></b>
<b>Over/(Short) of Best Practice minimum reserve balance</b>		<b><u>(\$2,441,044)</u></b>



# RECOMMENDATION #1

- ▣ *Fully review in detail the Capital Plan for the Water Fund prioritizing by:*
  - *What is Mandated by Federal & State?*
  - *What is necessary to operate the system today?*
  - *What is wanted for long term or current direction?*
  
  - *Auditor will continue to adjust revenue numbers*



## RECOMMENDATION #2

- ▣ *Share or Create a completed 'Plan of Action' with estimated set aside dollar amount for a potential emergency situation*
  - *A minimum cash reserve should be set aside that has been established and put into policy by the Water and Sewer Committee*





# RECOMMENDATION #3

- ▣ *Immediately review the operations budget and open capital projects for opportunities to recapture budgeted dollars. De-appropriate an amount consistent with the average recent carry-forward to immediately recapture the cash difference between the appropriated and current budget and close projects where appropriate*





# RECOMMENDATION #4

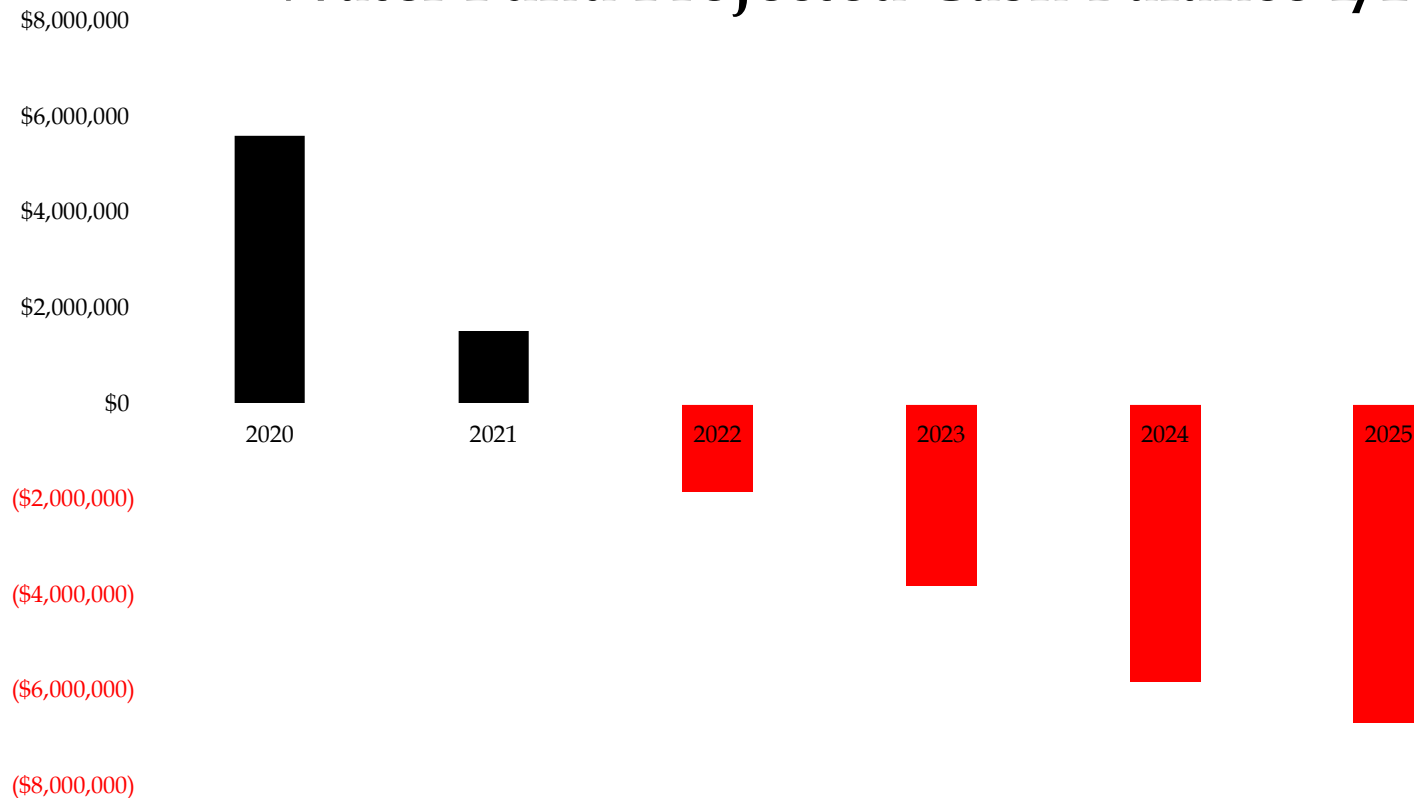
- ▣ *Establish a restricted account for equipment replacement and a method for funding the account incorporating a formula that takes into consideration the age of major system components (annual capital depreciation)*



# Why the 4 Recommendations?

These figures from 2020 5-year Capital Plan

## Water Fund Projected Cash Balance 1/1



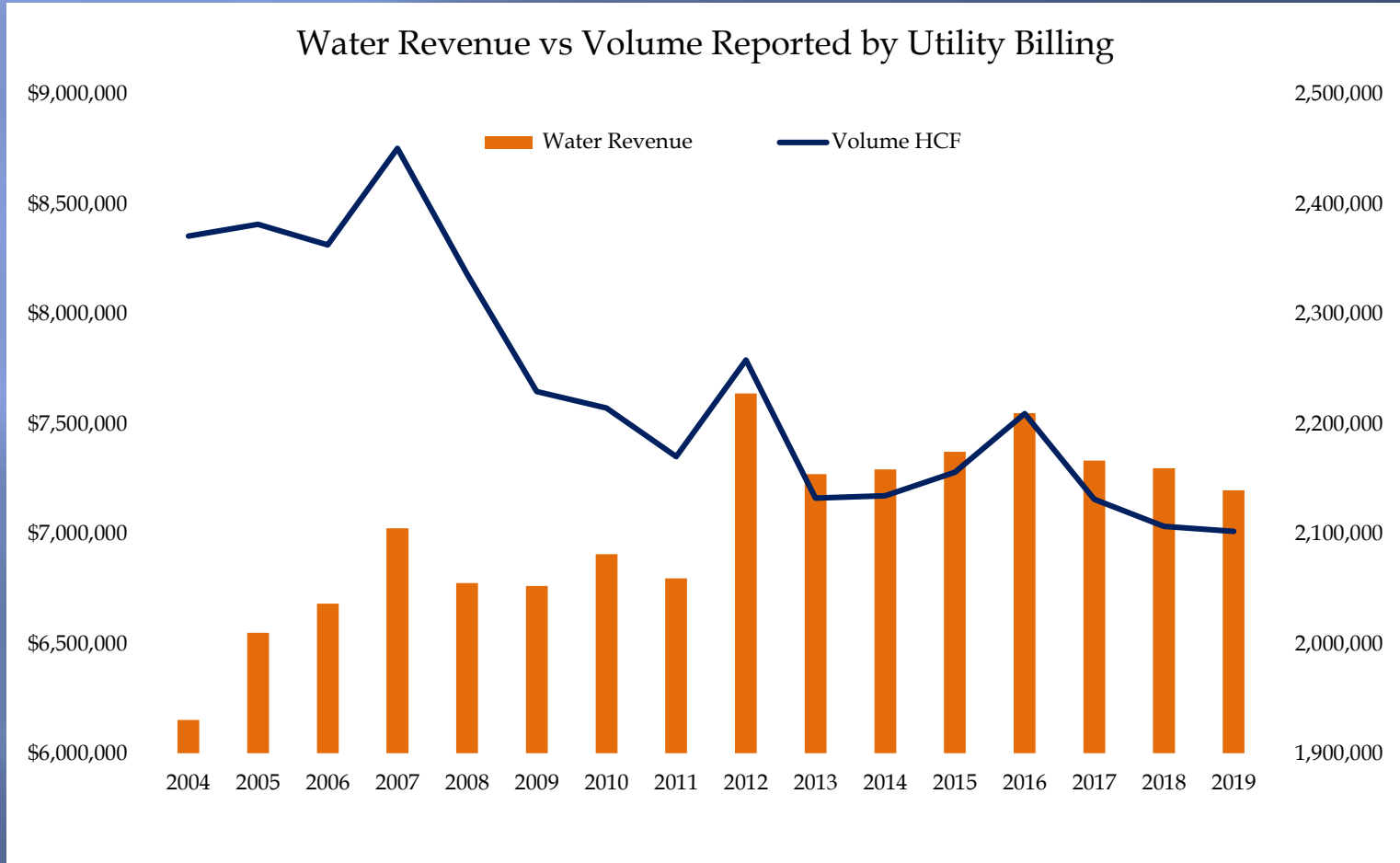


# Council to Ponder...

- ❑ Five-year capital plan and the preceding graph assumes \$0.00 (Zero Dollars) in growth of operations costs as presented in the Capital Plan. This will not accurately reflect future costs
- ❑ Water Rates are set by the Director of Public Service (ORC743.04)
  - Last increase was in 2012
- ❑ Council's current adopted resolution 002-2014 (originally adopted in 2009 per Auditor Sprague's recommendation) states: *This enterprise fund will have a five-year pro-forma revenue and expense statement created (annually) 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.*



# Where Fund Headed...





# Proper Capital Project Evaluation Example

**EXHIBIT 3-3 ■ Fauquier County, Virginia FY 1988 Budget Evaluation Form:  
New Requests**

Criteria	Score	X	Weight	=	Score
<i>Federal/State Mandated</i>	2	X	10	=	20
2 = Compulsory mandate 1 = Conditional/Optional mandate 0 = No mandate					
<i>Team Member Evaluation</i>	2	X	9	=	18
2 = Critical to fund 1 = Important to fund 0 = Land of Oz					
<i>Benefit to Community/Citizenry</i>	2	X	8	=	16
2 = Directly benefits 100 or more 1 = Directly benefits 25-99 0 = Directly benefits less than 50					
<i>Benefit to Internal Customers</i>	2	X	7	=	14
2 = Directly benefits 3 or more departments 1 = Directly benefits 2 or more departments 0 = Directly benefits 1 department					
<i>Offsetting Revenue/Cost Avoidance</i>	2	X	5	=	10
2 = New revenue more than \$10,000 1 = New revenue less than \$10,000 0 = No new revenue					
<i>Health &amp; Safety</i>	1	X	10	=	10
1 = Addresses hazard 0 = Addresses no hazard					
<i>Board of Supervisors Goals/Objectives</i>	1	X	8	=	8
1 = BOS approved memorandum of understanding 0 = No such agreement					
<i>Conformity to Strategic Plan</i>	1	X	4	=	4
1 = Yes 0 = No					
<i>Conformity to Industry/Professional Standards</i>	1	X	4	=	4
1 = Yes 0 = No					

Source: Alex Carter, "Team-Based Budgeting: A Case Study of Fauquier County, Virginia," in *Government Finance Review*, October 1997, p.34.



# WATER & SEWER PERFORMANCE AUDIT

- Report will provide a solid data driven overview of the City's Water and WPC(Sewer) UB operations
  - Fee analysis
  - Organizational Alignment and Productivity review
  - Capital planning review and Relation to Water Model
  - Utility billing software and metering function review
  
- A draft report due anytime now, once State audit review has completed its work. The pandemic had a significant impact on the timeline, tentative completion end of September
  
- An Exit Conference will be part of the process

# QUESTIONS?



06/23/2020



**Committee Members:**

- Grant Russel, at-large– Committee Chair
- Bud Haas, Ward 1
- Joshua Palmer, Ward 7

**Guests:**

Denise Grant, The Courier

**Meeting Start Time:** 6:27 p.m.

**Meeting End Time:** 7:28 p.m.

## Agenda:

### Call to Order

### Roll Call

### New Items

#### 1. COVID-19 and related issues for City Council meetings

- Councilman Russel provided the following introduction as to how this committee came to form, discussions he has had with all Council members, points that the committee should consider and potential recommendations the committee may make.
  - Asked by Law Director Rasmussen & Council President Harrington to discuss this issue with all Council, determine if there was a consensus and if there was not, to call for an ad hoc committee to address the issue.
  - The initial results of those discussions:
    - 5 in favor of requiring masks
    - 1 in favor of recommending masks
    - 3 in favor of taking no action
    - 1 in favor of requiring masks if the majority of council also favored the requiring of masks (i.e. no opinion)
  - Subsequent to the calling of the ad hoc committee:
    - 7 in favor of requiring masks
    - 3 in favor of taking no action
  - Councilmen Hass & Palmer were the first who asked to be on the ad hoc committee. They represent different viewpoints on the question.
    - Councilman Russel favored taking no action.
  - Council sets its own rules with the majority of Council – six Councilmembers – needed to change our rules. For that reason, Councilman Russel believes it is appropriate to address this issue via Council rules and an ad hoc committee.
  - This committee will make a recommendation to Council which will then vote on its recommendation. Councilman Russel suggests this committee has three possible recommendation:
    - Make NO recommendation
    - Make a single recommendation concerning the wearing of masks



- Make multiple recommendations concerning the wearing of masks giving the full council the opportunity to select one that they favor.
  - Councilman Russel suggest that there are three distinct audiences that should be considered as the committee considers its recommendation:
    - Council members
      - Rules cannot be established that prevent a Councilmember from attending a meeting and representing their constituents.
      - Council rules do include a manner to discipline Councilmembers. See Section I General Provisions – Chapter F Disciplinary Action of Council’s Rules of Procedure.
    - Those of who attend Council meetings at the request of Council including the Mayor, Law Director, Auditor, Service Director, Safety Director, etc. See Section II Council Meetings E – Attendance
    - The General Public
      - Council must provide a manner for people to address their government. Even if a citizen is not physical present in Council Chambers, they have a manner to view (watching on television or streaming on the City’s website) and address (written communications) City Council.
      - Council Rules currently establish requirements for attendance upon the general public. See Section II Council Meetings – Chapter I Public Communications of Council’s Rules of Procedure.
      - The President of Council can, and has, had members of the public removed from meetings
- Councilman Palmer stated his support for taking no action. He favors giving people a choice. He did not appreciate the manner in which a face-mask policy was being dictated to Council.
- Councilman Haas favors the requiring of masks because:
  - Citizens look up to Council and trust Council to make good decisions
  - Council members should set an example by wearing masks
  - Out of respect for the Mayor who has asked that Council and those who attend Council meetings wear masks
- Councilman Russel said that although he favors the ‘do nothing option’, he nonetheless wears a mask at Council meetings for the very reasons Councilman Haas expressed.
- Councilman Haas offered three options for consideration:
  - Do not require the wearing of mask
  - Requiring everyone to wear masks
  - Requiring only Council to wear mask
- Councilman Russel noted that other Councilmembers raised concerns about their personal health if meetings became too crowded and attendees were not wearing masks. They did not think it proper to have to choose between their personal health and fulfilling the duties for which they were elected. Councilman Russel said of the three audiences that the committee is considering, only a Council members attendance was mandatory – to fulfill

- their elected responsibility – while attendance by the public and those requested to attend was voluntary.
- Councilman Russel offered a possible policy whereby masks are optional for Council members but mandatory for others. Councilmen Haas & Palmer both disagreed with this idea saying it should be all or nothing, but do not single out council for special treatment. Councilman Russel agreed with their thinking.
  - Councilman Russel likened the restrictions on the number of people able to attend a meeting by the Health Department akin to maximum occupancy limits established by the Fire Marshall; both are done to protect public health of those in attendance.
    - The committee suggested that the maximum occupancy of the room be determined and that for each Council meeting, the number of members of the General Public who could attend a meeting be limited to the new Maximum Occupancy less number of Councilmembers in attendance less the number of people requested to attend the meeting by Council and that this number be made available to the general public and also enforced.
  - Much discussion about whether Council should require or recommend the wearing of masks. The committee felt that both options should be presented to Council.
  - Much discussion about the most practical manner to provide a recommendation to Council. A recommendation requires two affirmative votes in order to be a recommendation of the committee.
  - Motion by Councilman Russel / seconded by Councilman Palmer, to recommend that Council choose between one of two paragraphs to be added as a third paragraph to Section II Council Meetings – Chapter E Attendance of Council’s Rules of Procedure (emphasis added for clarity):
    1. In the event of a public health emergency declared by either the State or County Health Department, all who attend at a Findlay City Council meeting or committee meeting are **requested** to adhere to all guidelines prescribed by the State or County Health Departments.
      - This option is favored by Councilmen Palmer and Russel.
    2. In the event of a public health emergency declared by either the State or County Health Department, all who attend at a Findlay City Council meeting or committee meeting are **required** to adhere to all guidelines prescribed by the State or County Health Departments.
      - This option is favored by Councilmen Haas and Russel.

Motion passes 3-0

**Adjournment**

*Grant C. Russel*

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Grant Russel - Ad Hoc Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An AD HOC COMMITTEE met on July 16, 2020 to discuss COVI-19 and related issues for City Council meeting.

We recommend: that Council choose between one of two paragraphs to be added to the end of Section 11 E - Attendance:

In the event of a public health emergency declared by either the State or County Health Departments, all who attend a Findlay City Council meeting or committee meeting are required requested to adhere to all guidelines prescribed by the state or county

Aye  Nay Grant Russel MOTION LEGISLATION: \_\_\_\_\_ Health Departments  
Grant Russel, Chair

Aye  Nay Bud Haas DATE: July 16, 2020  
Bud Haas

Aye  Nay Josh Palmer SECONDA COMMITTEE: AD HOC • Requested Option favored by Palmer & Russel  
Josh Palmer

• Required Option favored by HAAS & Russel

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
JULY 21, 2020**

**RESOLUTION NO. 018-2020 requires three (3) readings**

**third reading**

*(5 year Capital Improvement Plan/Rainy Day Reserve Account)*

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.

**ORDINANCE NO. 2020-054 (lane light project) requires three (3) readings**

**tabled after third reading on 6/16/20**

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

**ORDINANCE NO. 2020-068 (1020 Adams St vacation) requires three (3) readings**

**third reading**

AN ORDINANCE VACATING A CERTAIN PORTION OF A CERTAIN ALLEY (HEREINAFTER REFERED TO AS 1020 ADAMS STREET VACATION) IN THE CITY OF FINDLAY, OHIO.

**ORDINANCE NO. 2020-069 (253, 251, 0 Madison Ave rezone) requires three (3) readings**

**third reading**

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 253, 251, AND 0 MADISON AVENUE REZONE) WHICH PREVIOUSLY WAS ZONED "R2 SINGLE FAMILY MEDIUM DENSITY" TO C2 GENERAL COMMERCIAL.

**ORDINANCE NO. 2020-076 (HWE street lighting services contract) requires three (3) readings**

**second reading**

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A CONTRACT WITH HANCOCK-WOOD ELECTRIC COOPERATIVE, INC. TO LIGHT CERTAIN STREETS IN THE CITY OF FINDLAY, OHIO WHERE ITS SERVICES ARE AUTHORIZED, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-077 (2020 annual sewer and manhole lining program) requires three (3) readings**

**second reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2020-078 requires three (3) readings**

**second reading**

*(2020 street preventative maintenance project no. 32800200; 2020 sidewalk/accessible ramps project no. 32801700)*

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

**ORDINANCE NO. 2020-079 requires three (3) readings**

**second reading**

*(annual street resurfacing/curb repairs 2020 project no. 32894500)*

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

# City of Findlay

## Office of the Director of Law

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**Donald J. Rasmussen**  
Director of Law

JULY 21, 2020

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, JULY 21, 2020 MEETING.

### **RESOLUTIONS**

021-2020 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

### **ORDINANCES**

2020-081 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

2020-082 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 021-2020**

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

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

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

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

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

<b>VENDOR</b>	<b>VOUCHER</b>	<b>ACCOUNT</b>	<b>DEPARTMENT NAME</b>	<b>AMOUNT</b>	<b>REASON FOR EXPENSE</b>	<b>WHY</b>
OHIO DEPT OF JOB & FAMILY SERVICES	214943	VARIOUS	VARIOUS	3,230.96	UNEMPLOYEMENT EXPENSES	NO PO CREATED
HANCOCK REGIONAL PLANNING	215968	PROJECT	ENGINEERING	26,812.80	HRPC ADMIN FOR HOWARD ST SEWER SEPARATION PHASE 1	NO PO CREATED FOR FEDERAL FUNDING EXPENSES

## ORDINANCE NO. 2020-081

### 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:	The Sunshine Institute LLC <i>project #31903000</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 The Sunshine Institute 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. 2020-082**

**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:	Sewer Fund	\$ 60,000.00
TO:	Blanchard Street Sewer Replacement <i>project #35592200</i>	\$ 60,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that sewer replacement on Blanchard Street may be completed.

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 \_\_\_\_\_