

GROVE CITY, OHIO COUNCIL LEGISLATIVE AGENDA

July 06, 2020

7:00 p.m.

Regular Meeting

Call to Order: President Houk

Roll Call: Clerk of Council

Approval of Minutes from 6/15/2020 & 6/29/20

Welcome and Reading of Agenda: President Houk

LANDS: Mr. Schottke

- | | |
|----------------------------|---|
| <u>Ordinance C-15-20</u> | Accept the Annexation of 74.215 [±] acres located West of S.R. 104 and South of White Road to the City of Grove City. Second reading and public hearing. |
| <u>Ordinance C-20-20</u> | Approve the Rezoning of 3689 Casa Blvd. from SF-1 (single-family residential) to R-2 (single-family residential). Second reading and public hearing. |
| <u>Ordinance C-22-20</u> | Accept the Plat of Trail View Run, Phase 1. Second reading and public hearing. |
| <u>Ordinance C-23-20</u> | Accept the Plat of Trail View Run, Phase 2. Second reading and public hearing. |
| <u>Ordinance C-27-20</u> | Authorize the City Administrator to execute a Pre-Annexation and Development Agreement with Ciminello's Inc. concerning the Annexation and Development of 76 [±] acres located West of S.R.104. First reading. |
| <u>Resolution CR-19-20</u> | Approve the Development Plan for the Redevelopment of the Kmart site located at 2400 Stringtown Road. |

SAFETY: Mr. Schlabach

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| <u>Ordinance C-28-20</u> | Amend Various Sections of Chapter 376 titled Operation Restricted for Low-Speed and Under-Speed Vehicles. First reading. |
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SERVICE: Mr. Berry

- | | |
|----------------------------|----------------------------|
| <u>Resolution CR-23-20</u> | Amend the Rules of Council |
|----------------------------|----------------------------|

FINANCE: Mr. Holt

- | | |
|--------------------------|--|
| <u>Ordinance C-17-20</u> | Replace Exhibit "A" of Ordinance C-09-19 to Approve a Town Center Commercial Revitalization Grant Program. Second reading and public hearing. |
| <u>Ordinance C-26-20</u> | Appropriate \$80,000 from the Recreation Development Fund for the Current Expense of Hennigan's Grove Playground purchase and installation. Second reading and public hearing. |
| <u>Ordinance C-29-20</u> | Appropriate \$901,205.00 from the Local Coronavirus Relief Fund for the Current Expense of Pandemic Related Expenses as required under The CARES Act. First reading. |
| <u>Ordinance C-30-20</u> | Authorize an Amendment to the Agreement with CityView and Appropriate \$192,180.32 from the General Fund for related expenses. First reading. |

Finance: Ordinance C-31-20 Supporting a Grove City “Buy Local Certificate Program” by the Grove City Area Chamber of Commerce and Appropriate \$50,000.00 from the General Fund for the Current Expense of said Program. First reading.

Ordinance C-32-20 Enact the Wet Basement Grant Program and Appropriate \$200,000.00 from the Sidewalk Program to the Wet Basement Program. First reading.

Resolution CR-24-20 Approve the Budget Estimates for the Fiscal Year of 2021.

Resolution CR-25-20 Waive the Provisions of Section 139.05 of the Codified Ordinances for the Construction of a Relief Sanitary Sewer Project.

Call for New Business: President Houk

Call for Dept. Reports & Closing Comments: President Houk

Adjourn meeting: President Houk - Unanimous Consent

ON FILE: Minutes of: 06/15/20 Council Meeting; 6/29/20 Finance Committee Meeting

Date: 03/27/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Co. Comm.
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-15-20
1st Reading: 04/06/20 *BK*
Public Notice: 04/07/20
2nd Reading: 04/20/20 *6/01, 7/6*
Passed: _____ Rejected: _____
Codified: _____ Code No: *per petitioner*
Passage Publication: *Postpone to*
7-20

ORDINANCE NO. C-15-20

AN ORDINANCE TO ACCEPT THE ANNEXATION OF 74.215+ ACRES LOCATED WEST OF STATE ROUTE 104 AND SOUTH OF WHITE ROAD IN JACKSON TOWNSHIP TO THE CITY OF GROVE CITY

WHEREAS, a petition for the annexation of 74.215+ acres, more or less, in Jackson Township was duly filed by Donald T. Plank; and

WHEREAS, said petition was considered by the Board of County Commissioners of Franklin County, Ohio on December 17, 2019; and

WHEREAS, the Board of County Commissioners certified the transcript of the proceeding in connection with the said annexation with the map and petition required in connection therewith to the City Clerk who received the same on January 27, 2020.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT

SECTION 1. The proposed annexation, as applied for in the petition of Donald T. Plank, agent for the Catherine M. Burgstaller Trust, Frank Burgstaller, and Elizabeth T. Morgitzer, being the owner(s) of the territory sought to be annexed and filed with the Board of County Commissioners of Franklin County, Ohio on November 26, 2019 and which said petition was approved for annexation to the City of Grove City by the County Commissioners on December 17, 2019, be and the same is hereby accepted.

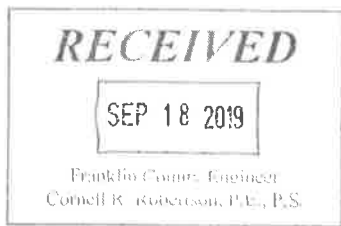
Said territory is described as follows: *Situated in the State of Ohio, County of Franklin, Township of Jackson and being part of Virginia Military Survey No. 469. A copy of the legal description of the property being annexed is attached hereto as "Exhibit A" and made a part hereof as if fully written herein.*

SECTION 2. The zoning on this annexation shall be SF-1, Single Family Residential, and shall be placed in Ward 3. A map is attached as "Exhibit B" and made a part hereof.

SECTION 3. The City Clerk be and she is hereby authorized and directed to make three copies of the ordinance to each of which will be attached a copy of the map showing this annexation, a copy of the original petition, a copy of the transcript of proceedings of the Board of County Commissioners relating thereto, a certificate as to the correctness thereof. The clerk shall then forthwith deliver one copy to the County Auditor, one copy to the County Recorder, and one copy to the Secretary of State and such other things as may be required by law.

SECTION 4. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council



C-15-20
Exhibit A

ANNEXATION
PLAN & DESCRIPTION
ACCEPTABLE
CORNELL R. ROBERTSON, P.E., P.S.
FRANKLIN COUNTY ENGINEER
9/18/19

LEGAL DESCRIPTION

Description of 74.215 ACRES +/- TO BE ANNEXED FROM JACKSON TOWNSHIP TO CITY OF GROVE CITY

Situated in the State of Ohio, County of Franklin, Jackson Township, Virginia Military Survey #469 and being all parts of the following tracts of land, a 14.144 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-001492, a 12.783 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-000056, a 12.758 acre tract as conveyed to Frank X. Burgstaller of record in Instrument Number 200803100036238 PID 160-002631, a 1.658 acre tract as conveyed to Elizabeth T. Morbitzer Tr. & Capital City Mechanical, Inc. of record in Instrument Number 201605040055425 PID 160-001019 and a 0.943 acre tract as conveyed to Elizabeth T. Morbitzer Tr. & Capital City Mechanical, Inc. of record in Instrument Number 201605040055425 PID 160-001018. Also, being parts of the following tracts, a 31.616 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-002459, a 1.000 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-002507, and a 0.312 acre Right-of-Way drop conveyed to the Franklin County Commissioners as recorded in Instrument Number 201609200127419;

All deed references are on record at the Recorder's Office of Franklin County, Ohio and described as follows:

BEGINNING, at a point in the southerly line of said 31.616 acre tract in the westerly Right-of-Way line of Jackson Pike and in the northerly line of a 146.799 acre tract of land as conveyed to Pinnacle Golf Club LLC of record in Instrument Number 200608100157983 PID 040-012705, also being a northeasterly corner of existing City of Grove City Corporation line Case 25-03 Ordinance Number C-29-03 of record in Instrument Number 200312240402634;

Thence, westerly with said existing City of Grove City Corporation Line and the southerly line of said 31.616 acre tract and said 14.144 acre tract, approximately 2,621 feet along said Corporation line to the southwest corner of said 14.144 acre tract;

Thence, northerly with the westerly line of said 14.144 acre tract and being the proposed City of Grove City Corporation line, a distance of approximately 507 feet to a point;

Thence, westerly continuing with said lines, a distance of approximately 121 feet to a point;

Thence, northerly continuing with said lines and through a portion of the Right-of-Way of White Road, a distance of approximately 1068 feet to a point in the northerly Right-of-Way Line of White Road, and the northerly line of said 0.312 acre tract, also being a southerly line of existing City of Grove City Corporation Line Case 15-04 Ordinance Number C-62-04 of record in Instrument Number 200408170192913;

Thence, easterly with said existing City of Grove City Corporation Line and the northerly line of said 0.312 acre tract, a distance of approximately 186 feet to a point;

Thence, southerly leaving said existing Corporation Line, through the Right-of-Way of White Road and partially with an easterly line of said 12.758 acre tract and partially with the westerly line of a 2.100 acre tract as conveyed to Patrick L. & Kimberly J. Torgerson of record in Instrument Number 199909020225095 PID 160-001491, also being the proposed City of Grove City Corporation line, a distance of approximately 463 feet to a point at the southwesterly corner of said a 2.100 acre tract;

Thence, easterly with a northerly line of said 12.758 acre tract, a distance of approximately 412 feet to a point at the southeasterly corner of a 2.000 acre tract of land as conveyed to Dietra K. Sherwin of record in Instrument Number 201806110076724 PID 160-000632;

Thence, northerly with a westerly line of said 12.758 acre tract, a distance of approximately 199 feet to a point at the southwesterly corner of a 0.989 acre tract as conveyed to Jimmie A. Davis, Jr. & Lauren M. Davis of record in Instrument Number 201806040073732 PID 160-000632;

Thence, easterly with a northerly line of said 12.758 acre tract, a distance of approximately 363 feet to a point at the southwesterly corner of said 1.658 acre tract;

Thence, northerly with the westerly line of said 1.658 acre tract and through a portion of the Right-of-Way of White Road, a distance of approximately 240 feet to a point at the northwesterly corner of said 1.658 acre tract and in the centerline of White Road;

Thence, easterly with the centerline of White Road and with the northerly line of said 0.943 acre tract, a distance of approximately 469 feet to the northeast corner of said 0.943 acre tract;

Thence, southerly with the easterly line of said 0.943 acre tract and through a portion of White Road, a distance of approximately 242 feet to the southeasterly corner of said 0.943 acre tract and on the northerly line of said 12.758 acre tract;

Thence, easterly with a northerly line of said 12.758 acre tract and the northerly line of said 12.783 acre tract, a distance of approximately 622 feet to a point at the northeasterly corner of said 12.783;

Thence, southerly with the easterly line of said 12.758 acre tract, a distance of approximately 212 feet to a point at a northwesterly corner of said 31.616 acre tract, also being the southwesterly corner of a 1.114 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-001442;

Thence, easterly with a northerly line of said 31.616 acre tract and the northerly line of said 1.000 acre tract, a distance of approximately 436 feet to a point in the westerly Right-of-Way line of Jackson Pike;

Thence, southeasterly with the westerly Right-of-Way line of Jackson Pike, a distance of approximately 1,055 feet, to the point of beginning and containing 74.215 acres of land, more or less;

This annexation description of the location of the property to be annexed and is not a boundary survey as defined in O.A.C. Chapter 4733.37. The above annexation contains a perimeter distance of 2807 feet contiguous with the existing City of Grove City Corporation line and a total perimeter of 9216 feet to be annexed, and 30% of the perimeter length is contiguous to the City of City of Grove City Corporation line.



CESO, Inc.

Jeffrey A. Miller, PS
Registered Surveyor No. 7211

Date: 9-17-19

Date: 05/11/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-20-20
1st Reading: 05/18/20
Public Notice: 05/19/20
2nd Reading: 07/06/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-20-20

AN ORDINANCE FOR THE REZONING OF 3689 CASA BOULEVARD FROM SF-1 TO R-2

WHEREAS, a petition was filed with the Planning Commission of the City of Grove City praying for the recommendation of said Commission in regard to the rezoning of certain premises hereinafter described; and

WHEREAS, the Planning Commission approved the rezoning on May 05, 2020, with the following stipulation:

1. All outstanding property maintenance issued identified by the Building Division shall be resolved.

WHEREAS, a copy of the ordinance, together with a map and plat and the report of the Planning Commission has been on file in the Clerk's office for thirty days for public inspection.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The following described premises are rezoned from SF-1 to R-2:

Situated in the State of Ohio, County of Franklin, City of Grove City and being a part of Virginia Military Survey 1383 *and being a 0.50 acre tract of land co conveyed to Tesenia and Rene Figueroa by deed, as recorded in Official Records, Recorder's Office, Franklin County, Ohio*, and being more fully described in Exhibit "A" attached hereto and made a part hereof.

SECTION 2. The comprehensive zoning map is hereby amended to conform to the provisions of this ordinance.

SECTION 3. This Ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

C-20-20

**DESCRIPTION OF 0.492 ACRES
LYING WEST OF HAUGHN ROAD
AND SOUTH OF CASA BOULEVARD**

Situated in the State of Ohio, County of Franklin, Township of Jackson, lying in Virginia Military Survey Number 1383, and being a tract of land conveyed to Tesenia and Rene Figueroa, by deed of record in Instrument Number 201604220049679, Recorder's Office, Franklin County, Ohio and being bounded and more particularly described as follows:

Beginning for reference, at a point, at the northeasterly corner of lot 143 of Castle Farms Subdivision, as shown and delineated in Plat Book 21, Page 3, and the northwesterly corner of a tract of land conveyed to Edward P. Ross, by deed of record in Instrument Numbers 200103060044735 and 200405030099535, and on the southerly line of Casa Boulevard (60 feet wide, P.B. 21, Pg. 3);

Thence South $84^{\circ}09'00''$ East, a distance of 94.24 feet, along the line common to said Ross tract and said Casa Boulevard, to a point, at the northeasterly corner of said Ross tract, and the northwesterly corner of said Figueroa tract, and being the **Point of True Beginning**;

Thence South $84^{\circ}09'00''$ East, a distance of 93.44 feet, along the line common to said Figueroa tract and said Casa Boulevard, to a point, at the northeasterly corner of said Figueroa tract, and the northwesterly corner of a tract of land conveyed to Mary E. Wright and William S. Wright, by deed of record in Instrument Number 200710010170911;

Thence South $06^{\circ}34'00''$ West, a distance of 230.19 feet, along the line common to said Figueroa and Wright tracts, to a point, at the southerly common corner of said Figueroa and Wright tracts, and on the northerly line of lot 51 of Hoover Park Section 2 Part 1, as shown and delineated in Plat Book 85, Page 3;

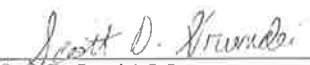
Thence North $82^{\circ}56'30''$ West, a distance of 93.44 feet, along the line common to said Figueroa tract and said lot 51, and the northerly line of lot 92 of Hoover Park Section 2 Part 2, as shown and delineated in Plat Book 88, Page 60;

Thence North $06^{\circ}34'00''$ East, a distance of 228.22 feet, along the line common to said Figueroa and Ross tracts, to the **Point of True Beginning**, containing 0.492 acres more or less and being subject to all easements, restrictions and rights-of-way of record.

The bearings shown hereon are based on the bearing South $84^{\circ}09'00''$ East for the southerly line of Casa Boulevard, of record in Plat Book 21, Page 3, Recorder's Office, Franklin County, Ohio.

The above description is based on record information only, and is intended for rezoning purposes only.

LANDMARK SURVEY GROUP, INC.


Scott D. Grundei, P.S. 4/7/20
Registered Surveyor No. 8047 Date

C-20-20
040M092C 14600



April 1, 2020

1:987



Received by
City of Grove City
04-02-20

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAD, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

Date: 06/09/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan Comm
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-22-20
1st Reading: 06/15/20
Public Notice: 6/16/20
2nd Reading: 07/06/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

*6/19/20
amended
Plat*

ORDINANCE C-22-20

AN ORDINANCE TO ACCEPT THE PLAT OF TRAIL VIEW RUN, PHASE 1

WHEREAS, Trail View Run, Section 1, a subdivision containing lots 1 - 8, 25 and 38 - 65 inclusive, and areas designated as Reserve "A - D", has been submitted to Council for their consideration.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Plat of Trail View Run, Section 1, situated in the State of Ohio, County of Franklin, Township of Jackson, City of Grove City and being part of Virginia Military Survey No. 6115, containing 14.834 acres of land, more or less, all out of the 50.060 acre tract of land described in Deed to D.R. Horton - Indiana, LLC, all being of record in the Recorder's Office, Franklin County, Ohio, is hereby accepted and this Council accepts for public use the street right of way that is within the boundaries of this subdivision.

SECTION 2. Easements, where indicated on the plat, are hereby accepted for operation and maintenance of public utility services including but not limited to water, sanitary sewers, electricity and telephone, and to companies providing cable television and cable signal transmission services and for storm water drainage systems for the construction, operation and maintenance of the facilities to provide such services and systems above and beneath the ground.

SECTION 3. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

Date: 06/09/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan Comm
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-23-20
1st Reading: 06/15/20
Public Notice: 6/16/20
2nd Reading: 07/06/20
Passed: _____ Rejected: _____ *amended Plat*
Codified: _____ Code No: _____ *dated 6/19/20*
Passage Publication: _____

ORDINANCE C-23-20

AN ORDINANCE TO ACCEPT THE PLAT OF TRAIL VIEW RUN, PHASE 2

WHEREAS, Trail View Run, Section 2, a subdivision containing lots 24, 66 – 77, 108 – 117 inclusive, and areas designated as Reserve “E - J”, has been submitted to Council for their consideration.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Plat of Trail View Run, Section 1, situated in the State of Ohio, County of Franklin, Township of Jackson, City of Grove City and being part of Virginia Military Survey No. 6115, containing 9.837 acres of land, more or less, all out of the 50.060 acre tract of land described in Deed to D.R. Horton – Indiana, LLC, all being of record in the Recorder's Office, Franklin County, Ohio, is hereby accepted and this Council accepts for public use the street right of way that is within the boundaries of this subdivision.

SECTION 2. Easements, where indicated on the plat, are hereby accepted for operation and maintenance of public utility services including but not limited to water, sanitary sewers, electricity and telephone, and to companies providing cable television and cable signal transmission services and for storm water drainage systems for the construction, operation and maintenance of the facilities to provide such services and systems above and beneath the ground.

SECTION 3. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

Date: 6-30-20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Mr. Boso
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-27-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-27-20

TO AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE A PRE-ANNEXATION AND DEVELOPMENT AGREEMENT WITH CIMINELLO'S INC. CONCERNING THE ANNEXATION AND DEVELOPMENT OF APPROXIMATELY 76 ACRES OF REAL PROPERTY

WHEREAS, Ciminello's Inc. ("Developer") is in contract to purchase and/or is in control of 76± acres of land generally bounded by White Road to the north, Pinnacle Golf Club LLC to the south, Interstate 71 to the west and State Route 104 to the east; and

WHEREAS, the annexation and development of the Property will expand the Pinnacle Golf Club Community; and

WHEREAS, the City and the Developer desire to enter into a Pre-Annexation and Development Agreement to define the terms of the zoning on the Property and describe the public infrastructure improvements associated with the project.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The City Administrator, on behalf of the City, is hereby authorized to enter into the Pre-Annexation and Development Agreement for the Project in substantially the form attached hereto as Exhibit A, along with any changes or amendments thereto not inconsistent with this ordinance and not substantially adverse to the City and which shall be approved by the City Administrator, provided that the approval of such changes and amendments thereto by the City Administrator, and the character of those changes and amendments as not being substantially adverse to the City, shall be evidenced conclusively by the City Administrator's execution and delivery thereof.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

C-27-20

Exhibit A

PRE-ANNEXATION AND DEVELOPMENT AGREEMENT

THIS AGREEMENT entered into by and between the City of Grove City, Ohio, an Ohio municipal corporation (hereinafter "City"), and Ciminello's Inc., an Ohio Corporation hereinafter ("Developer").

WITNESSETH THAT:

WHEREAS, Developer is in contract to purchase and/or is in control of 76± acres of land generally bounded by White Road to the north, Pinnacle Golf Club LLC to the south, and State Route 104 to the east (the "Property"); and

WHEREAS, the City on December 15, 2003 passed Ordinance C-124-03 agreeing to enter into a Pre-Annexation Development Agreement, hereinafter ("Pinnacle Development Agreement" or "PDA") with Developer controlled Pinnacle Development Company LLC, and M/I Homes of Central Ohio; and

WHEREAS, Pinnacle Incentive Districts were formed pursuant to the PDA; and

WHEREAS, the City issued bonds for public improvements to benefit the Pinnacle Incentive Districts per the PDA, which interest payments thereon were guaranteed by the Pinnacle Development Company and M/I, for up to \$1,000,000 in aggregate; and

WHEREAS, the City is continuing to collect excess revenue over and above the amount required to satisfy repayment of the Pinnacle Bonds; and

WHEREAS, the Pinnacle excess revenue is to be used to benefit the Pinnacle Incentive Districts; and

WHEREAS, traffic improvements to White Road and State Route 104 would improve traffic movement and safety; and

WHEREAS, the City desires improvement of White Road and State Route 104 including a signalized traffic control device at the intersection of White Road and State Route 104 with ODOT approval; and

WHEREAS, Developer and the City both desire that the Property, presently located in Jackson Township and subject to township zoning classification, be annexed into the City; and

WHEREAS, in order to develop the Property as set forth in the approved preliminary development plan certain public infrastructure improvements must be constructed; and

WHEREAS, Developer, at its expense, has prepared an annexation plat and descriptions for the Property and annexation petitions have been signed by the property owners and filed, and

the Franklin County Board of County Commissioners have approved the annexation, and the annexations are pending acceptance by the City; and

WHEREAS, in contemplation that the Property will be annexed into the City, the City and Developer desire to enter into this agreement.

NOW THEREFORE, in order to gain mutual benefits, the City and Developer agree as follows:

1. Zoning. On April 6, 2020 City Council passed Resolution CR-10-20 approving the Preliminary Development Plan ("Preliminary Plan") with two stipulations. City staff will support the rezoning and development plan requests if both are in general accordance with the Preliminary Plan and resolution of the associated stipulations. However, the parties understand that the staff's support of the zoning and development plan does not guarantee any plan or use on the Property until it is approved by City Council.

2. Public Infrastructure Improvements. Public Infrastructure Improvements:

- (a) widening of White Road from the terminus of the improvements east of Buckeye Parkway on the western boundary of the Property to State Route 104;
- (b) with ODOT approval, signalization of the White Road and State Route 104 intersection;
- (c) widening and construction of turn lanes on White Road and State Route 104 to access the Property;
- (d) extension of leisure path from Pinnacle Club Drive and State Route 104 intersection to White Road;
- (e) extension of water lines along White Road and State Route 104;
- (f) landscaping along White Road and State Route 104; and
- (g) improvements to the donated and City accepted park ground.

All Public Infrastructure Improvements listed herein are collectively referred to as "City Project."

3. Cost of the City Project. Not including the land cost for the Property, the cost of the Public Infrastructure Improvements is estimated to be Nine Million Dollars (\$9,000,000). The City agrees to provide funding for the cost of the Public Infrastructure Improvements.

- (a) The City shall take such action as may be necessary to cause the City Project to be completed in one or more phases, in accordance with a

construction schedule acceptable to the Developer and the City. Such schedule shall ensure City Project is completed in a timely manner as to not delay Development of the Property.

(b) The City will finance the City Project from the Pinnacle Fund.

4. Construction of the Public Infrastructure Improvements. Subject to Section 3 of this Agreement, the Developers shall construct or cause to be constructed all improvements approved in the Development Plan and Site Plan apart from the City Project.

5. Permits. The City may assist Developers in applying for any federal, state, or local permits necessary for constructing the Public Infrastructure Improvements over existing water courses.

6. Developers Contribution of Right-of-Way. Developers shall contribute portions of the Property necessary for public rights-of-way to State Route 104 and White Road, without compensation to Developer.

7. Final Engineering. The City will have or cause the final engineering to be performed for the City Project as part thereof.

8. Miscellaneous.

(a) Other Assessments, Charges and Fees. The City will not levy any special assessments against the Property, Developers, or any developers of the Property, or any successors and assigns thereof or any ultimate property owner within the Property, other than what may be charged uniformly to other citizens of the City or the area.

(b) Notice. Any notice shall be deemed sufficient if given personally or by mailing the same, postage prepaid, by certified or registered mail, return receipt requested, addressed to such party at the following address:

Ciminello's Inc.
567 Lazelle Road
Westerville, OH 43081

The City of Grove City
4035 Broadway
Grove City, OH 43123

Either party may change the address to which notice is to be given by written notice as herein provided.

(c) Successors and Assigns. The rights and obligations of the City and Developers hereunder shall be personal and shall not inure to the benefit of or be binding upon any successor or assign.

(d) Other Agreements. This Agreement supersedes any and all prior agreements, arrangements, negotiations, understandings and acknowledgments between the City and Developers relative to the matters contained herein, whether oral or written.

(e) Supplemental Agreement. The parties recognize that certain aspects of the development contemplated by this Agreement may not be determinable at the present time. The parties therefore agree to work together to supplement this agreement, as necessary, to carry out the intent thereof. However, no supplement, amendment, modification or alteration of this Agreement shall be valid unless in writing and signed by the parties hereto.

(f) Invalidity. If, for any reason, any one or more articles, sections, sentences, clauses or parts of this Agreement are held invalid by any Court of law or duly authorized public body, such determination shall not affect, impair or invalidate the remaining provisions of this Agreement but shall be confined in its operation to the specific articles, sections, sentences, clauses or parts of this Agreement held invalid and the invalidity of any article, section, sentence, clause or part of the Agreement in any one or more instance shall not prejudice in any way the validity of the Agreement in any other instance.

(Rest of Page Left Intentionally Blank, Signature Page to Follow)

Date: 06/09/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Sponsor: _____
Emergency: 30 Days
Current Expense: _____

No.: CR-19-20
1st Reading: 06/15/20
Public Notice: _____
2nd Reading: _____
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

*Postponed
to 7-6-2020*

RESOLUTION NO. CR-19-20

A RESOLUTION TO APPROVE THE DEVELOPMENT PLAN FOR THE REDEVELOPMENT OF THE K MART STORE LOCATED AT 2400 STRINGTOWN ROAD

WHEREAS, on June 02, 2020, the Planning Commission recommended approval of the Development Plan for the redevelopment of the Kmart store with following stipulations:

1. A deviation shall be granted to permit a reduced parking space size of 171 square feet;
2. A deviation shall be granted permitting a reduction in the number of parking spaces required from 391 to 373;
3. The applicant shall replace the tan and brown colored metallic EIFS panels with grey and/or charcoal colored metallic EIFS panels, and the tan stippled EIFS shall be replaced with a color that is cohesive with the modified color palatte;
4. The applicant shall utilize the full bring option ('Belden' Option #3 on submitted material detail sheet) for the front façade of Aldi;
5. The cement board proposed on the Aldi elevation shall be replaced with brick in a similar color to the proposed for the cement board;
6. The applicant shall provide an updated southern elevation plan for all three tenant spaces as well as a material board (sheet) identifying the specific materials and colors selected, for Staff approval;
7. The applicant shall coordinate with the owner of the residential development adjacent to the east to obtain easements for improvements on the adjacent site shown on plans, including crosswalks;
8. Decorative black metal bike racks shall be placed near the entrance to each tenant space and the applicant shall work with the City to determine the best location and number of bike racks for the proposed development;
9. Benches shall be added to the sidewalk in front of the retail center, particularly at the widened eastern sidewalk bump-out;
10. All poles with traffic or parking signage shall be black metal;
11. All pavement markings shall be white;
12. Two landscaping peninsulas shall be added to the parking lot in the northwest and northeast corner of the site, as identified by staff.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. This Council hereby approves the Development Plan for the redevelopment of the K Mart site located at 2400 Stringtown Road, contingent upon the stipulations set by Planning Commission.

SECTION 2. This approval shall be good for 12 months from the date passed, or as otherwise provided in Section 1101.07(b) of the Codified Ordinances of the City of Grove City, Ohio.

SECTION 3. This resolution shall take effect at the earliest opportunity allowed by law.

Date: 06-30-20
Introduced By: Mr. Schlab.
Committee: Safety
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days: X
Current Expense:

No.: C-28-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-28-20

AN ORDINANCE TO AMEND VARIOUS SECTIONS OF CHAPTER 376 TITLED OPERATION RESTRICTED FOR LOW-SPEED AND UNDER-SPEED VEHICLES

WHEREAS, on October 21, 2019 City Council adopted Ordinance No. C-46-19, enacting restrictions on the operation of low-speed and under-speed vehicles;

WHEREAS, Chapter 376 needs to be revised to address the use of low-speed and under-speed vehicles on bike paths and sidewalks.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Section 376.01 Definitions is hereby amended to add the following:

376.01 DEFINITIONS.

- (4) **"Sidewalk" has the same meaning as in Section 301.37.**
(5) **"Shared-Use Path" has the same meaning as in Section 301.361.**

SECTION 2. Section 376.02(a), (b), (h), (i) are hereby amended as follows:

376.02 RESTRICTIONS.

(a) No person shall operate a low-speed or under-speed vehicle upon any street or highway having an established speed limit greater than 35 miles per hour ~~except as permitted in section (f).~~

(b) No person shall operate a low-speed or under-speed vehicle upon the following streets ~~except as permitted in section (f):~~

(h) **No person shall operate a low-speed or under-speed vehicle upon any sidewalk or shared-use path**

(i) ~~(h)~~ Except as otherwise provided in this division, whoever violates division (a), (b), (c), (d), ~~(e)~~ or (f) or (h) of this section is guilty of a minor misdemeanor. If within one year of the offense, the offender previously has been convicted of or pleaded guilty to one predicate motor vehicle or traffic offense, whoever violates this section is guilty of a misdemeanor of the fourth degree. If within one year of the offense, the offender previously has been convicted of two or more predicate motor vehicle or traffic offenses, whoever violates this section is guilty of a misdemeanor of the third degree.

SECTION 3. This Ordinance shall take effect at the earliest opportunity allowed permitted by law.

Date: 7/01/20
Introduced By: Mr. Berry
Committee: Service
Originated By: Ms. Houk
Approved: _____
Emergency: 30 Days
Current Expense: _____

No.: CR-23-20
1st Reading: _____
Public Notice: _____
2nd Reading: _____
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

RESOLUTION NO. CR-23-20

A RESOLUTION TO AMEND THE RULES OF COUNCIL

WHEREAS, the Rules of Council were adopted by Resolution CR-44-63 and were amended by Resolutions CR-11-76, CR-28-87, CR-64-91, CR-44-16, and CR-23-18; and were adopted in subsequent years at the Council's Organizational Meeting; and

WHEREAS, Council has historically scheduled special meetings and committee meetings as workflow demands, and these meetings regularly require staff participation; and

WHEREAS, Council recognizes the importance of accurate recordkeeping and defined internal control measures, particularly in areas tied to financial reporting; and

WHEREAS, Council and City Administration are committed to ensuring transparency of Council and government operations. These rule changes serve to clearly define Council's policies and procedures by addressing operational efficiency, consistency, and accountability.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Rules of Council are hereby amended and adopted as shown in Exhibit A, attached hereto and made a part hereof.

SECTION 2. This resolution shall take effect at the earliest opportunity allowed by law.

Christine A. Houk, President of Council

Richard L. Stage, Mayor

Passed:

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this resolution is correct as to form

Stephen J. Smith, Director of Law

RULES OF COUNCIL

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APPENDIX A	Job Descriptions
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RULES OF COUNCIL

As adopted by Resolution No. CR-43-63

(amended by Resolution No. CR-10-76, Resolution No. CR-28-87, Resolution No. CR-64-91, and CR-44-16)

I. MEETINGS

1. REGULAR Meetings

Regular meetings of Council shall be held in the Council Chambers at 7:00 p.m. on the first and third Mondays of each month. Council may, by majority vote, change the day and/or hour determined by a like vote of the members present if constituting a quorum. In cases of emergency, the President of Council may cancel a meeting.

1.01 Caucus

Prior to each Regular meeting of Council, Council may hold a caucus session. The caucus session shall be an opportunity for Council to review and/or discuss the agenda prior to the Regular meeting. The general public shall be permitted to attend but shall not participate unless invited by Council or the Mayor. In the event that the Regular meeting of Council is cancelled, the caucus session shall also be cancelled.

2. SPECIAL Meetings

Council shall hold such special meetings as may be found necessary, which may be called by the Clerk upon the request of three (3) members of Council or as the President of Council deems necessary. **Whenever possible, special meetings shall be held on the second, fourth, or fifth Monday of the month.**

Any such vote or request for the calling of a special meeting shall state the subject or subjects to be considered thereat and no other subject or subjects shall be considered except upon the approval of four (4) or more of the members of Council in attendance at such special meeting. Twenty-four (24) hours notice of such special meetings called by three members of Council or the President of Council shall be given to each member of Council and to the Mayor and any other persons involved in the action to be taken.

3. Notice

The Clerk shall maintain in a conspicuous place in City Hall an announcement of the time, date and place of the regular meeting of Council and, upon receipt thereof of notice of any special meeting of Council, shall post an announcement thereof in a conspicuous place in City Hall and shall give notice at least 24 hours before the time scheduled for such meeting per the Charter. The Clerk shall provide a copy of the agenda for any regular or special meeting to any person who requests same and shall mail a copy of such agenda to any person requesting same and supplying the Clerk with a preaddressed, stamped envelope or e-mail address. The Clerk shall provide an electronic copy for free, or a hard copy of any ordinance or resolution to be considered as an item on any agenda to any person who requests same and who pays to the City the sum of \$0.05 per page of the ordinance or resolution requested.

4. Open Meetings

All meetings of Council shall be open to the public, except for those exemptions set forth in the Ohio Revised Code and approved by two-thirds vote of all of the members of Council. All official actions of the Council shall be taken in open session.

5. Minutes

Minutes of all regular and special meetings shall be open to the public for inspection, during business hours of the City, upon reasonable advance request to the Clerk to inspect the same.

6. Recordings

Meetings of Council shall be recorded electronically and placed on the City's website for public viewing. The recordings shall not constitute the official record of action for the meeting.

7. Executive Session

Pursuant to the City Charter, Council may enter into Executive Session. The Mayor shall attend with the right to participate in debate, per Section 3.05 of the Charter.

II. CLERK OF COUNCIL

8. Clerk

Council shall elect a Clerk who shall act as Clerk of Council/City Clerk and appoint such number of Deputy Clerks as Council may determine to be advisable. The Clerk shall be present at all Council meetings and shall record the proceedings in the official journal, compile the agenda and other duties as prescribed by the Ohio Revised Code, the Charter and ordinances of the City, and as determined by Council.

Deputy Clerks shall follow the duties as determined by the Clerk. A Deputy shall attend such meetings as may be required by the Clerk, and in the absence of the Clerk at a regular or special meeting of Council, shall assume the duties of the Clerk for that meeting alone.

In the event that the Clerk or Deputy cannot attend a regular or special meeting of Council, the Director of Law shall record the proceedings for that meeting alone, or the Clerk may obtain such service from a retired or other community Clerk/Deputy.

Job descriptions for the Clerk of Council and Deputy can be found in Appendix A of the Rules.

III. THE CHAIR Powers and Duties

9. Roll Call

The President of Council shall take the Chair at the hour appointed for Council to meet and immediately shall call the Council to order. The roll shall then be called by the Clerk, who shall enter into the Journal of each meeting the names of members present thereat. In the absence of a quorum at the time appointed for a meeting, the members present may take a recess or recesses and cause the Clerk to procure the attendance of absent members.

10. Temporary Chair

The President of Council shall serve as Chair to preside over its sessions.

In case of the absence of the President of Council, the Clerk shall call the Council to order. The Clerk shall call the roll and if a quorum is found to be present, the Council shall proceed to elect, by a majority vote, a temporary Chair of the meeting until the appearance of the President of Council.

11. Substitute Chair

The Chair, i.e., President of Council or Temporary Chair, may call any other member to take their place in the Chair, such substitution not to continue beyond adjournment.

12. Appeals from Decisions of the Chair

The Chair shall preserve decorum and decide all questions of order, subject to appeal to Council. If any member transgresses the Rules of Council, the Chair shall, or any member may, call to order and in the latter instance, the Chair shall render a decision as to the point of order. In case of any appeal from a ruling of the Chair, the question shall be "Shall the decisions of the Chair stand as the decision of the Council". The Chair shall be sustained unless overruled by a majority vote of the members of Council present.

13. Chair's Power to Vote

Any member of Council who is serving as Chair shall have the same power to vote as other members.

14. Annual Budget

The President will prepare the Annual Budget for Council with the input from Members of Council and the Clerk. **The President will approve all department requisitions and invoices upon confirmation that expenditures conform with the approved budget.**

15. Evaluation of the Clerk of Council

The President will prepare the Annual Evaluation of the Clerk of Council with the input from the Members of Council. The President **and one other representative from Council** will conduct the evaluation meeting with the Clerk. **The President and Clerk of Council will both sign the evaluation prior to submitting to Human Resources.**

16. Staff Timekeeping and Leave

The President will approve the Clerk of Council's time entered bi-weekly through the Munis system including all vacation and sick leave.

IV. MEMBERS DUTIES AND PRIVILEGES

17. Seating Arrangement

The President of Council may, if it is deemed it advisable, arrange the seating of the members of Council in the Council Chamber, and all members shall occupy said seats so designated during the time of their term of office.

18. Addressing the Chair

Members when about to speak to a question or make a motion, shall address the Chair as "Mr./Madam President", who shall pronounce the name of the member entitled to the floor. Members addressing Council shall confine themselves to the question under debate and avoid personalities.

19. Limitation of Debate

No member shall be allowed to speak more than once upon any one subject until every member choosing to speak shall have spoken, nor for a time longer than three (3) minutes, without leave of Council as expressed by a majority vote of the members present. No person other than members of Council and Mayor of the City may be heard or enter into the debate of question or other matter before Council during the regular or special session except with leave of Council as expressed by a majority vote of the members present, or by being allotted time and being placed on the agenda as provided in Rule 24(c) and (d).

The Chair shall be limited in debate in the same manner as Members of Council.

20. Voting

Every member present when a question is put shall vote on same, unless Council, shall, for special reasons, excuse them from voting. Said excuse shall be granted only if the members states reasons for the request before voting begins and the Council by majority vote of the members present accepts them. There shall be no debate upon this question.

Upon the opinion of the Director of Law or a Formal Opinion of the Ohio Ethics Commission, a Member shall be exempt from voting when such action may result in the violation of any State or Local law.

21. Roll Call

The roll call on each vote shall be rotated, so that the members whose name was called first on the last preceding roll call vote shall be called last; the members whose name was called second on preceding roll call vote shall be called first, etc., and each member shall cast a vote when their name is called.

22. Demand for Roll Call Vote

Any member may demand a roll call vote upon any question before Council at any time before the decision on said question is announced by the Chair.

23. Excusal from Attendance

No member shall be excused from attendance at a Council meeting, except upon request to and permission by the President of Council prior to such meeting or by a vote of a majority of the members present. Refer to ORC 731.45 for being unexcused for two (2) months.

24. Excusal During Meeting

No member shall be excused while Council is in session except upon permission of the Chair.

V. ORDER OF BUSINESS & AGENDA

25. Order of Business & Agenda

The order of business at meetings of Council shall be as follows:

- A. Roll call, to determine presence of a quorum.
- B. Reading of the Journal of the preceding meeting unless such reading shall be dispensed with by consent of a majority of the members present. If no objection is made to the Journal, the same shall be approved.
- C. Consideration of agenda:
 1. All matters submitted for consideration by the City Council at a regularly scheduled meeting must be first placed on the Agenda.
 2. The agenda shall consist of the ordinance and resolution number (if a number has been given), the subject matter (by descriptive title only) and the name of the committee chair of each item.
 3. The Clerk of Council with the assistance of the President of Council shall have administrative responsibility of assimilating and preparing the agenda subject only to the rules and regulations as prescribed by the City Council. In the absence of the President, the Clerk of Council shall publish the agenda. This in no way prohibits any member of Council from placing an item on the agenda, with the Rules prescribed.
 4. All matters to be put on the agenda shall be delivered to the Clerk of Council in writing or electronically via e-mail and be signed by the interested proponent except members of the City Council, who may submit matters to the Clerk orally. Matters submitted electronically via e-mail shall be deemed signed by the individual sending the e-mail. All matters submitted must have a Council sponsor, unless provided for by Charter and/or the Code.
 5. The Clerk of Council shall keep on file all written requests for agenda recognition until such requests have been addressed.
 6. Matters submitted to be considered by the Council at its next regular meeting shall be given to the Clerk of Council no later than 12:00 noon, six working days before the next regularly scheduled meeting of Council.
 7. The Clerk of Council shall prepare or cause to be prepared and deliver or cause to be delivered to the following officials, a copy of the agenda and all legislation at the place so designated prior to the end of the regular day of business on the Thursday prior to the next regular meeting of Council:

1. Mayor	City Hall
2. Council	City Hall
3. Administrative Assistant	City Hall
4. Director of Law	City Hall
5. City Consulting Engineer	Via E-Mail
6. Service Director	Via E-Mail
7. Safety Director	Via E-Mail
8. Finance Director	Via E-Mail
9. Chief Building Official	Via E-Mail
10. Chief of Police	Via E-Mail
11. Development Director	Via E-Mail
12. Parks & Rec. Director	Via E-Mail
13. Information Systems Director	Via E-Mail

8. The Clerk of Council shall have prepared a sufficient number of agenda's, complete with legislation for each representative of the press who will pick them up in the Clerk's office prior to the meeting and shall have copies of the cover agenda ready for the general public that will attend the regular council meeting.
 9. Assignment by chair of each item on the agenda to respective committee chair.
 10. Each item shall be heard in the order as printed on the agenda with the committees being listed in the order below.
 - Land Usage and Zoning Committee
 - Safety Committee
 - Service Committee
 - Finance Committee
 - a. Upon motion of any Council member, the order of business at any meeting may be altered by affirmative vote of a majority of the members present.
 11. Each Agenda Item shall be given its reading, public hearing and opened for discussion by the Council, Administration and the general public. Members of the public shall be permitted to speak on each item, for no more than three minutes.
- D. After completion of the agenda items, the Chair shall request that any business to be brought to the attention of Council by anyone present in the Council Chambers be done so at that time. This is the time for any open discussion from the floor. Comments shall be limited in time to three minutes unless otherwise allowed by a majority vote of the members present.
- E. Reports and communications from the Mayor and other city officials, the Clerk and the Council.
- F. Adjournment.

VI. COMMITTEES

26. Appointment of Committees.

The following Standing Committees are hereby authorized:

- (a) Land Usage and Zoning Committee
- (b) Safety Committee
- (c) Service Committee
- (d) Finance Committee

Appointment of a member to chair each committee shall be made by the President of Council at the Organizational Meeting subject to approval by a majority vote of Council.

The President of Council may appoint such Special Committees as deemed necessary provided that matters referred to or pending before a Standing Committee may not, without consent of its members, be referred to or considered by a special committee.

27. Temporary Chair

A Temporary Chair appointed by the President of Council shall preside when Council resolves itself into the Committee of the Whole. These Rules of Council shall govern the Committee of the Whole. All questions shall be decided by a majority vote of those members present. When this Committee arises, any measure, together with any amendments thereto, reported out, shall receive the immediate consideration of Council unless otherwise ordered and placed upon the calendar or agenda.

28. Meetings

Committees shall meet on call of the Chair of the Committee. **Whenever possible, committee meetings shall be held on the second, fourth, or fifth Monday of the month.**

29. Quorum

A majority of members of Council shall constitute a quorum.

30. Temporary Committee Chair

In the absence of the Chair, the member named next shall act as Temporary Chair.

31. Secretary to Committees

The Clerk or Clerk's designee shall act as secretary to each Committee and shall keep a record of attendance and business transacted at meetings thereof.

VII. MOTIONS

32. Motions

When a motion is made, it shall be stated by the Chair before debate. A motion shall not be withdrawn by the mover without the consent of Council. Unless otherwise required by law, a motion shall be deemed passed if it receives the affirmative vote of a majority of the members present.

33. Order of Precedence

When a question is before Council, no motion shall be entertained except the following:

- a. To adjourn
- b. To lay on the table
- c. The previous question
- d. To postpone to a time certain
- e. To refer
- f. To amend
- g. To postpone indefinitely

Said motions shall have precedence in the foregoing order.

34. Motion to Adjourn

Motion to adjourn shall be in order at any time, except as follows:

- a. When repeated without intervening business or discussion.
- b. When made while another member is speaking.
- c. When the previous question has been ordered.
- d. While a vote is being taken.

35. Motion to Lay on the Table

A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion prevails, the consideration of the subject may be resumed only upon motion of a member voting with the majority and with the consent of the majority of the members present.

36. Previous Question

The previous question shall be stated in these words: "Shall debate now close?" The motion shall pass if a majority of the members present shall favor it. If the said motion is ordered, there shall be no further amendment or debate, but the question shall be put immediately.

37. Motion to Postpone

Motions to postpone may be amended as to time, excepting a motion to postpone indefinitely. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.

38. Motion to Amend

A motion to amend shall be susceptible of but one amendment. An amendment once rejected may not be moved again in the same form.

39. Motion to Suspend Rules

A motion to suspend the Rules of Five-Day Notice (Sec. 36-F) must receive the affirmative vote of four-fifth (4/5) of the members elected to Council and shall be open to debate. All other rules may be suspended by a majority of the members present without debate.

40. Motion to Reconsider

A motion to reconsider a proposal that has been acted upon favorably must be made before adjournment of the session of Council at which the vote was taken. A motion to reconsider any proposal that has been acted upon unfavorably by Council may be made no later than the next regular meeting after the vote of Council thereon. In either case, such motion may be made only by a member who voted with the prevailing side. The concurrence of a majority of the members present shall be sufficient for reconsideration of a vote. If a motion to reconsider is lost, it shall not be entertained again.

VIII MISCELLANEOUS

41. Procedures in Absence of Rules

In the absence of a rule to govern a point of procedure, reference shall be had to the practice set forth in Robert's Rules of Order, or if it cannot there be found, then to approved practice in other parliamentary bodies. The Clerk and/or Law Director shall be the Parliamentarian.

42. Decorum in Council Chambers

The Chair shall maintain decorum in Council Chambers during the session.

43. Rules on Reading and Suspension of Rules

Ordinances: Every action of the Council establishing any offense and providing for the imposition of any penalty, or providing for the levy of any tax or assessment or for the expenditure of any public funds or for the contracting of any indebtedness, as well as all actions required by Charter shall be taken by ordinance. Each ordinance shall contain but one subject which shall be clearly set forth in its title.

Ordinances shall be introduced in writing and shall conform to the following procedures:

- A. Council may reject such ordinances at the time of its first introduction.
- B. Those ordinances not rejected shall be given a first reading by title.
- C. Seven days shall lapse between the first reading and any further action by Council.
- D. This waiting period may be waived by 4/5 of the elected members of Council in an emergency.
- E. If the waiting period is waived, Council shall immediately vote on whether or not the ordinance shall be adopted, with or without amendments, or rejected.
- F. During the waiting period and not less than five days before a second reading, the Clerk shall cause to be published on the City's website, a summary of the contents of the proposed ordinances, together with a notice of the time and place of the Council meeting at which it will be next considered, inviting interested citizens to be present and to express their opinions thereon.
- G. Council must convene at the time and place so advertised in the public notice described in (F) above and shall give a second reading. This reading may be by title only.
- H. Should any person be present who desires to be heard for or against the adoption of the ordinance, such person shall address the respective committee to which the ordinance has been referred to upon leave of the Chair of the respective Committee.
- I. Written arguments and briefs for or against the ordinance may be filed with the Clerk at the hearing or thereafter, within twenty-four hours. Such time may be extended by a majority vote of Council.

- J. After the hearing and the report of the Committee, Council shall vote on the ordinance. However, Council need not vote at this particular meeting. Final action may be postponed to such time as Council desires.
- K. A favorable vote of three (3) members of Council shall be necessary to adopt any ordinance.
- L. Final passage shall be attested by the President of Council and the Clerk and shall be presented for the Mayor's signature.
- M. After passage, public notice shall be given by publication, by summary only, for ten days on the City's website and a prominent location in City Hall. Such summary shall consist of a brief statement of the purpose and effect of the ordinance. A copy of the full text of the ordinance shall be posted for not less than ten (10) days after passage in a public place in City Hall.
- N. All ordinances except as below described shall take effect thirty (30) days after publication.
 - (1) Ordinances raising revenue, making appropriations for current expenses, and those declared to be an emergency by 4/5 vote of Council shall go into effect upon passage, approval of the Mayor, attestation and publication by the Clerk. Posting of Ordinances and publication by summary in a prominent location at City Hall and on the City's website shall be deemed publication.
- O. The Annual Appropriation Ordinance is exempt from the above procedure and shall conform to the following procedures:
 - (1) The annual appropriation ordinance shall be prepared by the Mayor with the assistance of the Administrative Assistant and the Director of Finance and shall be forwarded to Council not later than November 15th.
 - (2) Council shall cause five (5) days public notice to be given of the meeting at which it proposes to consider and adopt the ordinance.
 - (3) The appropriation ordinance shall be adopted not later than December 24th and shall take effect on January 1 whether or not such action has been taken by Council.
 - (4) Copies of the appropriation ordinance shall be supplied to the head of each department, to such County, State and Federal officials as is required by law.

43. Resolutions: Action by Council which is not required by Charter to be by ordinance, and which is not of general public application or interest, may be taken by resolution. Such a resolution shall be introduced in writing, by a member of Council, and may be adopted by voice vote of a majority of a ~~quorum~~ Council.

44. Amending Rules

A majority vote is required to alter, amend, rescind or supplement these rules. Any proposed alterations, or amendments or supplements shall be submitted in writing at a regular meeting and placed on the agenda or calendar for the next regular meeting with the order of new business. By unanimous recorded vote of all members elected to Council, such proposed alterations, amendments or supplements may be adopted at the meeting at which the same are submitted.

45. Quorum

A majority of all members elected to Council shall constitute a quorum.

46. Director of Law

The Director of Law shall, when requested by a member of Council, give a verbal opinion on any question of law concerning City affairs in open council, but they may deem the matter of importance and take a reasonable time to submit their opinion in writing. They shall not be required to draw any ordinances or resolution except upon a majority vote of the members.

48. Resignation

The resignation of a member of the Council shall not take effect until the same has been accepted by a majority vote of members of Council, exclusive of the member tendering the resignation.

49. Community Organization Liaison

A Community organization who desires a Council Member to be a liaison, shall submit a written request to the Clerk and the President shall appoint a member.

APPENDIX A

Job Descriptions

Committees of Council

CLERK OF COUNCIL/CITY CLERK

DEFINITION

The Clerk of Council/City Clerk is responsible for the day-to-day operations of the legislative branch of government. He/She serves as the Administrator and legal records office for Council and directs the work of all proceedings of the City Council and the care and custody of the official seal, papers, and records of the City. Works under the general direction of the Council and within requirements and limitations defined by the City Charter, ordinances and resolutions.

CHARACTERISTIC WORK

Presides at the organizational meeting of Council and conducts the election of Council president. Attends all regular and special meetings of the Council and committees, when needed. Assist members in defining problems or procedures coming before council. Certifies the sufficiency of petitions, ordinances and resolutions. Supervises and/or prepares the publications, filing indexing, cross-referencing, and permanent custody of meeting minutes and agendas. Supervises and/or prepares the publication of notifications of public hearings, filing, and other related details on budget, sidewalk assessments and zoning changes. Supervises and/or prepares the public notification of proposed Charter amendments. Schedules presentations and open hearings before Council and committees. Serves as the point of contact between City Council and other City departments, other governmental bodies and the general public. Oversees the processing of various citizen complaints. May attend Planning Commission meetings in order to properly forward legislation to Council, as well as act as Council representative, if needed. Writes letters and reports; maintains various activity records and actions taken. Prepares most legislation. Prepares the agenda for all Council meetings and supervises its distribution. Manages and maintains the computer files/system for council office. Serves as special secretary to council committees, if needed. Responsible for newspaper publications of legislation to come before Council and adopted by Council and notification of special meetings. Manage and maintain the budget for Council. Serves as Council's representative to meetings and various functions, as needed. Oversees the scheduling of Council Chambers and conference room. Maintains the Council office and such other duties as required by the Charter and Ordinances of the City.

Maintains master copy of the Codified Ordinances of the City, updates it, keeps record of all holders of Code Books, supervises the codification through an independent agency and that replacement pages are provided to all code holders. Maintains the safe keeping of all legislation and indexing of all ordinances and resolutions adopted by the Council. Maintains the safe keeping of all minutes, correspondence and other papers of the Council. Maintains the safe keeping of all deeds, easements and lot splits. Responsible for the Zoning Map and maintains an updated Zoning Map and Address Listing Map.

Responsible for filing with the Board of Elections any charter changes to be put on the ballot, any changes of elected officials, changes in salaries of elected officials and all annexations. Responsible for distributing Financial Disclosure Statements to all elected officials, to be filed with the Ohio Ethics Commission.

Additionally, work involves responsibility for managing/performing a variety of clerical duties, research, report writing, writing and preparing legislation, maintain Council budget; serve as parliamentarian; serve as a member of the Solicitation's Board; publicity and related operations of the City Council, individually and collectively.

SUGGESTED EMPLOYMENT STANDARDS

Graduate from high school and two years of college OR advanced training in supervision, general office experience including both secretarial and public contact work; a minimum of four years of progressively responsible general office experience preferably some administrative liaison and public relations work or an equivalent combination of training and experience. Maturity. Have or obtain, within the first five years of employment, a CMC from the International Institute of Municipal Clerks AND have or continue with IIMC to receive MMC designation.

Duties of Clerk of Council
As Established by City *Charter*

<u>Section</u>	<u>Duty</u>
2.07	Keep Journal of Council Proceedings
2.10	Cause the publication of all ordinances. Attest to the final passage of all ordinances.
2.13	Keep copies of all Standard Ordinances and Codes adopted by Reference (i.e. O.B.B.C, Fire Code) and provide availability for sale.
2.15	Keep record of all Resolutions.
5.06	Certify copy of Appropriation Ordinance to Finance Director.
Article 8	Performs duties for Recall attempts.
9.01	Keep all Oaths of Office
9.02	Keep the official Bonds for City Employees

Duties of Clerk of Council
As Established by City Code

<u>Section</u>	<u>Duty</u>
135.01	Keep regular & correct journal of proceedings of the proceedings of Council
135.02	Have custody of all laws and ordinances of the City
135.03	Legal Publications for all ordinances, resolutions, notices, etc.
135.04	Clerk may charge for copies of transcripts, etc.
135.05	Serves as clerk for standing committees of Council, when required to do so. Shall have charge of all books, papers and documents pertaining to the office or those that have been ordered to be kept on file therein
135.06	Serves as Codifier for Ordinances
157.03	All proceedings of Park Board to be filed with Clerk of Council
159.01	Bonds to be recorded and kept in the custody of the Clerk of Council
159.05	Oaths of Office to be kept in the custody of the Clerk of Council
305.11	Safety Director to file notices with Clerk of Council regarding the intent to act on traffic control devices
505.16	Reports to be filed with the Clerk of Council regarding lost or escaped exotic or dangerous animals
705.02	Clerk of Council shall be a member of the Solicitations Board
707.02	Clean-up Bond shall be deposited with the Clerk of Council for use of City Grounds for a Circus
717.03	Member of Appeals Board for Peddler's Permits. Appeals to be filed with Clerk of Council Clerk of Council to serve as secretary for Appeals Board and keep a record of all proceedings
721.02(a)	Junk Yard applicant shall provide such further information as may be required by the Clerk of Council
905.06	Clerk of Council to provide notice to all owners of property re: sidewalk repair/construction
1101.08(16)	Clerk of Council to sign and certify Plats
1133.03	BZA Rules to be kept with the Clerk of Council
1133.07	Appeals of a BZA approval to be filed with the Clerk of Council
1135.09	SIC Manual to be kept with the Clerk of Council and offer copies for sale
1135.09(d)	Notices to be sent re: Group Care Facilities by Clerk of Council
1135.14(a)(3)	Send recommendations of Planning Commission and Council on a PUD-zoned Prelim. Dev. Plan to petitioner
1139.05(c)	All names and addresses of contiguous property owners on a Request for Zoning Upon Annexation shall be filed with the Clerk of Council
1301.11	Chief Building & Zoning Official to file directive with the Clerk of Council
1321.01	Ohio Basic Building Code and Ohio Basic Mechanical Code to be on file with the Clerk
1331.01	Copies of Ohio Plumbing Code to be kept on file with the Clerk
1341.01	Copies of the American Standard Gas Safety Code to be kept on file with the Clerk
1351.01	Copies of the National Electric Code, edition 1975, to be kept on file with the Clerk
1411.01	Copies of BOCA Property Maintenance Code to be kept on file with the Clerk
1141.02(e)	Rule Making Authority to be kept on file with the Clerk (PM105.7)

Full or Part-Time Deputy Clerk of The Office of the Clerk of Council

Description

Any Deputy Clerk staff member of the City shall be appointed by the City Council as established by the Rules of Council and be under the direct supervision of the Clerk of Council.

Employment Provisions

The positions of Deputy Clerk are non-civil service positions and report to the Clerk of Council and City Council. The individuals holding these positions serve strictly at the pleasure of City Council. Since these positions are non-civil service, there is no probation period. Employees can be hired and released solely at the option of City Council, with the recommendations of the Clerk of Council.

All full and part-time staff members shall be entitled to the benefits entitled to each as set forth in Chapters 159 and 161 of the Codified Ordinances of Grove City, Ohio.

Compensation for such employment shall be recommended by the Clerk of Council and approved by the Council through the signing of a Personnel Action Form by the President and the Clerk of Council.

Duties

All staff members shall perform such duties as shall be provided by the Clerk of Council. These duties shall include, but not be limited to, the following:

- Assist in the preparation and distribution of the Council Agenda.
- Assist in the preparation and distribution of the meeting minutes.
- Assist with correspondence.
- Post approved ordinances.
- Update any legislative tracking system.
- Scan and transfer ordinances and/or resolutions and/or meeting minutes for inclusion on the Web database.
- Assist with filing records and maintaining filing system.
- Assist with public and departmental requests.
- Attend Council Meetings and sit in for Clerk of Council, when the Clerk of Council is unable.

Suggested Knowledge and Skills

- Ability to work with little or no supervision – a self-starter.
- Ability to organize work and to work, at times, under pressure.
- Considerable knowledge of the structure and purpose of local government.
- Considerable knowledge of modern office practices and procedures, standard record maintenance procedures and use of office equipment.
- Considerable knowledge of the role of a City Council in the Mayor-Council-Administrative Assistant form of government, especially as a council's policy making and legislative activities relate to the responsibilities of the Administrative branch.
- Considerable knowledge of business English, spelling and grammatical structure, punctuation and arithmetic.
- Knowledge of news media for the appropriate dissemination of various kinds of information or publicity.
- Ability to exercise good judgment; have courtesy and tact in handling phone inquiries and persons requesting information.
- Ability to work closely with the Clerk of Council and work with the Law Director, City's Consulting Engineer, City Administrator and Department Heads.
- Ability to compose a variety of memos and letters; skill in taking oral dictation or direction.
- Ability to assimilate the City Code, Charter, zoning map and zoning code and to read and interpret the Ohio Revised Code as it relates to duties and responsibilities of the City Clerk.

COMMITTEES OF COUNCIL

DUTIES

PUBLIC SAFETY

1. Police Department Affairs
 2. Traffic Control Problems
 3. Public Safety
 4. Building Code
 5. Housing Code
 6. Inspection Fees
-

PUBLIC SERVICE

1. Storm & Sanitary Sewers
 2. Sewer Disposal
 3. Water
 4. Streets
 5. Service Expansion
 6. Service rates & fees
-

LAND USAGE

1. Zoning
 2. Annexations
 3. Industrial Parks
 4. Parks
 5. Plats
 6. Building & Development Plans
-

FINANCE

1. Budget
2. Appropriations
3. Taxation
4. Bonding & Notes
5. Assessments
6. Salaries

Date: 04-27-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mayor Stage
Approved: _____
Emergency: _____
Current Expense: _____

No.: C-17-20
1st Reading: 05-04-20
Public Notice: 5-06-20
2nd Reading: 05-18-20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

*postponed
to 6-15-20
7-06-2020*

ORDINANCE C-17-20

AN ORDINANCE TO REPLACE EXHIBIT "A" OF ORDINANCE C-09-19 TO APPROVE A TOWN CENTER COMMERCIAL REVITALIZATION GRANT PROGRAM

WHEREAS, on July 2, 2001, Council approved a Town Center Community Revitalization Grant Program with C-43-01; and

WHEREAS, on March 1, 2010, Exhibit "A" was updated and replaced with the approval of Ordinance C-03-10; and

WHEREAS, on May 20, 2013, Council repealed and replaced Ordinance C-03-10 with Ordinance C-29-13 to expand and define eligible projects and fund dispersal procedures; and

WHEREAS, on May 21, 2018, Council repealed and replaced Ordinance C-29-13 with Ordinance C-31-18 to expand the program boundaries to more closely match the Town Center Core in the GroveCity2050 Community Plan and to include the southern gateway in the Town Center; and

WHEREAS, on March 4, 2019, Council repealed and replaced Ordinance C-31-18 with Ordinance C-09-19 to expand the boundaries of the Broadway Corridor north to Southwest Boulevard to include more of the northern gateway area.

WHEREAS, it is the desire of the City to amend the TCCR Grant Program to expand the eligible projects to include repair and replacement of items, as well as demolition and clean-up in a building's interior due to a weather event to alleviate some of the burden these events may cause to a business.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. "Exhibit A" of Ordinance No. C-09-19 is hereby replaced as shown in "Exhibit A", attached hereto and made a part hereof.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this

Exhibit "A"

TOWN CENTER COMMERCIAL REVITALIZATION (TCCR) GRANT PROGRAM

**What is the Town Center Commercial Revitalization Grant Program?**

The Town Center Commercial Revitalization (TCCR) Grant Program is designed to assist business and property owners with improving commercial buildings and properties for the betterment of Grove City as a whole. This program is an elaboration of a Community Development Block Grant (CDBG) obtained through the Franklin County Commissioners in 1978 which provided monies to match private funding for certain renovation projects. The program was re-established ~~created~~ in 2001 in the spirit of the 1987 Downtown Redevelopment Project and has undergone several program modifications to best serve the community. Today, it is based on the principles contained within the GroveCity2050 Community Plan and is focused on alleviating physical, socioeconomic and environmental challenges that are not present elsewhere in the community. ~~It was revised in 2009 following the completion of the 2008 Town Center Plan, and it has been recently revised to incorporate the principles of GroveCity2050 and other community plans, as well as expand the program's boundaries.~~

Program Description: Grant money is provided as a reimbursement and matched at \$.50 per \$1.00 of private investment up to a maximum of either \$5,000 or \$10,000 for eligible projects based on the location of the property within the program boundaries. The total reimbursement amount will be based on submitted quote(s) contained within and set as part of the approved grant application.

Eligible Geography: Commercial properties located in the Town Center Core and Broadway Corridor illustrated on Exhibit 1-A, attached hereto, are eligible to participate in the grant program. Program boundaries are generally based on the boundaries of the Town Center Core future land use in the GroveCity2050 Community Plan. Within the Broadway Corridor, only principal buildings fronting on Broadway are eligible for funding.

Eligible Participants: Owners and/or tenants of buildings and properties primarily used to conduct business, non-profit or not-for-profit activities within the program's boundaries may apply for a TCCR grant. Ineligible businesses include national chains, check cashing, sexually-oriented businesses, governmental or quasi-governmental agencies and other businesses determined by the City to be contrary to the goals and objectives of community plans. Eligibility of non-profit, not-for-profit organizations shall be determined by proof of 501(c) status. Portions of buildings occupied by ineligible businesses may make the building ineligible for program funds. The eligibility ~~Eligibility~~ of participants is at the sole discretion of the City.

Applicants requesting funding through the program must be current in their real estate property taxes and must be in good standing with all local, regional, state and federal taxing authorities. All properties participating in the program shall comply ~~be in compliance~~ with all applicable zoning, building and property maintenance standards.

Eligible Projects: Eligible projects are generally categorized into four~~five~~ types based on the nature of the proposed improvements. The following categories list examples of eligible improvements but do not represent an all-inclusive list. The Development Department is responsible for determining the eligibility of proposed improvements and said eligibility will remain at the sole discretion of the City. The City retains the right to approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving or to deny any request or portion thereof. Building permit fees and professional design fees may be eligible for funding if associated with a project listed in the categories below.

1. Façade and exterior building improvement projects that will enhance/preserve the appearance and/or integrity of the structure (some examples provided below):

- Paint
- Tuck point
- Gutters
- Roofing
- Windows
- Doors
- Exterior Lighting
- Awning and canopies
- Signage (wall & window)
- Entryway enhancements
- Siding

2. Exterior site improvement projects that will enhance/preserve the appearance and character of the Town Center Core and Broadway Corridor (some examples provided below):

- Exterior furnishings (tables, chairs, benches and umbrellas)
- Bike racks (permanent)
- Permanent landscaping
- Sidewalk (new, repair and replacement)
- Signage
- Dumpster enclosures
- Parking lot enhancements and maintenance (striping, sealing, curb replacement and landscaping)
- Parking lot expansion, resurfacing and reconstruction (the use of permeable surfaces is strongly encouraged)

3. Exterior and/or interior building improvement projects that will protect the life, safety and welfare of occupants as well as the protection of surrounding structures and properties within Town Center Core and Broadway Corridor (some examples provided below):

- Structural repairs
- Emergency egress lights
- Accessibility improvements in accordance with the Americans with Disabilities Act (ADA) requirements
- Life safety projects (~~in order~~ to comply with building and fire codes)

4. Utility improvement projects that will repair, replace or upgrade the mechanical facilities contained within or providing service to the structure (some examples provided below):

- Heating ventilation and air conditioning (HVAC)
- Electric service and circuits (excluding portable and plug-in electrical fixtures – e.g. light bulbs, fuses, window a/c units, etc.)
- Plumbing facilities (excluding new and replacement fixtures – e.g. sinks, toilets, etc.)
- Kitchen ventilation and suppression

5. Improvement projects that are not normally eligible for consideration but are deemed necessary by the City Administrator to mitigate substantial impacts resulting from significant weather-related events that occurred during a specific time period, not already covered by insurance (some examples are provided below):

- Cleanup and removal of water, dirt, and debris
- Moisture/mold remediation
- Flooring including subflooring, joists, and finishes
- Walls and stairs including framing, drywall, insulation, and painting
- Appliances including refrigerators/freezers (interior or exterior), ovens and dishwashers (excludes small appliances as determined by the City)
- Cabinets/Countertop
- Interior seating including tables, chairs and booths
- Interior doors
- Insurance claim deductible
- Projects contained under sections 3 and 4

Funding: Project funds are provided as a reimbursement and matched for qualifying projects at a rate of \$0.50 per \$1.00. The maximum award (or cumulative awards) for a given calendar year shall not exceed \$10,000 for projects in the Town Center Core and \$5,000 in the Broadway Corridor. Owners and/or tenants are eligible to reapply until the maximum award is reached for the given calendar year. The City determines the total reimbursement award based on the submitted quote(s) contained within the approved grant eligibility application. Costs exceeding the originally estimated amount may not be eligible for reimbursement. Additionally, an exceptional circumstance may be granted by City Council to increase the maximum award amount or to increase the City's portion of the grant match (or reduce the applicant's portion).

Projects that are submitted and approved in response to damage from a weather-related event as described above will be reimbursed at a rate of \$0.50 per \$1.00. The maximum award, regardless of being in the Town Center Core or the Broadway Corridor will be capped at \$10,000 for approved eligible projects, that are not already covered by insurance.

Exceptional Circumstances: If an applicant believes their proposed project warrants an exceptional circumstance for increased funding, an Exceptional Circumstance Request Form shall be submitted to the City for review by City Council demonstrating that at least three of the criteria below are satisfied.

- (1) proposed improvement will substantially enhance the vitality and appearance of the Town Center Core or Broadway Corridor;
- (2) proposed improvement will result in creation of jobs;
- (3) proposed improvement will result in the leveraging of additional economic investment and/or activity;
- (4) proposed improvement will result in the utilization of sustainable building and site design concepts;
- (5) proposed improvement will result in the attainment of a needed service or goal as set forth in the Town Center Plan;
- (6) proposed improvement will result in the attainment of a needed service or goal as set forth in the GroveCity2050 Community Plan;
- (7) proposed improvement will result in the maintenance and enhancement of exterior structures and their interior facilities;
- (8) proposed improvement will result in the update of building and facilities to meet current code requirements to better serve and protect the health, life and safety of their occupants; and
- (9) proposed improvement will result in substantially improved accessibility and compliance with current ADA standards.

Dispersal of Funds: Dispersed funds are to reimburse applicants for incurred expenses associated with approved project costs. Funds may be dispersed up to a maximum of two times during the duration of an approved project. Reimbursement requests will be processed upon the submission of proof of payment, photographs, inspection results and other needed documentation (as determined by staff) to verify the completion of the improvement.

Grant recipients are required to maintain records of expended funds and are to provide copies of all paid final invoices, paid receipts, inspection results and additional documentation demonstrating proper use of grant funds. Recipients not able to provide the necessary documentation/records will not be issued grant reimbursement funds.

This grant may be treated as income subject to Federal Income Tax. The City of Grove City is not liable for any tax implications resulting from the extension of this grant through the Town Center Commercial Revitalization Grant Program. See your tax advisor for clarification. The distribution of funds will be made in accordance with the guidelines stipulated by the Housing Officer of the City of Grove City.

Conflict of Interest: No official, employee or agent of the City shall have any personal interest, either direct or indirect, in the TCCR grant program, nor shall any such official, employee or agent participate in any decision relating to the TCCR grant program which affects his personal interests or the interests of any corporation, partnership or association in which he is, either directly or indirectly, interested. Additionally, work completed by applicants and/or property owners that hold ownership in any firm performing that work, or other instances in which the Development Department determines a conflict of interest is or may be present, shall be ineligible for TCCR funding.

Project Monitoring: Grant recipients must agree to allow any duly authorized representatives of the City of Grove City, at reasonable times and with twenty-four (24) hours prior notice, to have access to any portion of the project in which the City is involved and the period of such right to this access shall be until the City closes out the project.

Grant Approval Process:

STEP 1 Pre-Application Meeting: It is recommended that prospective applicants have a pre-submittal meeting with Development Department staff. Please contact the Development Department at 614-277-3004 to obtain an application.

STEP 2 Eligibility Application: This application is to determine if proposed projects are eligible for reimbursement and sets the maximum amount the City can reimburse. Eligibility is determined through project quotes and photos of the site's current conditions, and plans, drawings, and/or photos of what is proposed. Submittal requirements are set forth on the application form. Information the applicant provides will be used as the basis for evaluating the project. Applications will not be considered complete and eligible for participation in the program unless all items on the application are answered and all required attachments are included.

Applications submitted in response to a weather-related event, as described under Section 5, shall be accompanied by a letter from an insurance provider if a claim has or will be filed. At minimum the documentation shall contain line-item costs to summarize the total damage as well as the insured's payout amount for the event. Applicants not filing an insurance claim will be required to certify that they are not pursuing additional compensation outside of the TCCR program.

STEP 3 Eligibility Approval Letter: This letter is sent to applicants when an Eligibility Application has been approved listing the eligible projects and maximum eligible reimbursement. A Reimbursement Application is sent to the applicant with the Eligibility Approval Letter.

STEP 4 Permits Obtained: Participants in the grant program agree to obtain all necessary permits prior to the commencement of work and comply with all Grove City Ordinances.

- STEP 5 Work Completed: All projects shall be completed and have received approval of all required inspections prior to submittal of the Reimbursement Application. Approved projects should be completed within 180 days from the date of the approved Eligibility Application unless a written extension is granted by the Development Department.
- STEP 6 Reimbursement Application: This application is submitted after all work has been completed and received all necessary approvals (i.e. permits, inspections, approved plans, etc.). The Reimbursement Application determines the amount of possible reimbursement based on payments (i.e. paid invoices, copies of checks, credit card statements, etc.) and photos of the completed projects. Applications will not be considered complete and eligible for reimbursement unless all items on the application are answered and all required attachments are included.
- STEP 7 Funds Released: Funds are in the form of a check that can either be picked-up at City Hall or mailed.

Date: 06/09/20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Boso
Approved: Mr. Berry
Emergency: 30 Days:
Current Expense:

No.: C-26-20
1st Reading: 06/15/20
Public Notice: 6/16/20
2nd Reading: 07/06/20
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-26-20

AN ORDINANCE TO APPROPRIATE \$80,000.00 FROM THE RECREATION DEVELOPMENT FUND FOR THE CURRENT EXPENSE OF HENNIGAN'S GROVE PLAYGROUND PURCHASE AND INSTALLATION

WHEREAS, Hennigan's Grove subdivision is located on the east side of Grove City; and

WHEREAS, the subdivision does not have a neighborhood playground, and

WHEREAS, the City and the Hennigan's Grove Home Owners Association recently approved an agreement to add playground equipment on Home Owners Association property, and

WHEREAS, the full amount for the project is \$80,000.00.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY,
STATE OF OHIO, THAT:

SECTION 1. There is hereby appropriated \$80,000.00 from the unappropriated monies of the Recreation Development Fund to account number 306000.572000 for the current expense of playground purchase and installation.

SECTION 2. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

I certify that there is money in the treasury, or is in
the process of collection, to pay the within ordinance.

Michael Turner, Director of Finance

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mayor Stage
Approved: _____
Emergency: 30 Days
Current Expense: _____

No.: C-29-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-29-20

AN ORDINANCE TO APPROPRIATE \$901,205.00 FROM THE LOCAL CORONAVIRUS RELIEF FUND FOR THE CURENT EXPENSE OF PANDEMIC-RELATED EXPENSES AS REQUIRED UNDER THE CARES ACT

WHEREAS, On June 15th, 2020 City Council passed Resolution CR-22-20 requesting the distribution of CARES Act funding, and

WHEREAS, the Fiscal Budget and Settlement office of Franklin County, Ohio has deposited \$901,205 into the account of Grove City, Ohio, and

WHEREAS, CARES Act funding must be appropriated to authorize the expenditure of pandemic-related costs.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. There is hereby appropriated \$901,205 from the unappropriated monies of the Local Coronavirus Relief Fund to account number 140000.559000 for the current expense of Coronavirus pandemic related costs.

SECTION 2. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

I Certify that there is money in the treasury, or is in the process of collection, to pay the within ordinance.

Michael A. Turner, Director of Finance

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days:
Current Expense: XX

No.: C-30-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-30-20

AN ORDINANCE TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH CITYVIEW AND APPROPRIATE \$192,180.32 FROM THE GENERAL FUND FOR RELATED EXPENSES

WHEREAS, the City has been using the CityView software package for the Building and Zoning Division for the past 19 years; and

WHEREAS, as a result of the COVID-19 outbreak, the City of Grove City has closed access to all City buildings, limited contact between City employees and the general public and imposed other health precautions to protect City employees and members of the public; and

WHEREAS, these precautions have made it extremely difficult to Building and Zoning Division to receive, process and review building plans and applications; and

WHEREAS, in order to continue operation of the Building and Zoning Division, the City has determined that is necessary, in response to the public health emergency with respect to COVID-19, to purchase expanded Software that would enable the Building and Zoning Division to receive, process and review building plans and applications electronically; and

WHEREAS, the expanded Software is necessary to improve electronic and telework capabilities for public employees of the Building and Zoning Division in order to follow social distancing measures and enable compliance with all COVID-19 public health precautions; and

WHEREAS, this expenditure was not accounted for in the City's 2020 Budget and has arisen as a result of the COVID-19 outbreak.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Council hereby authorizes an amendment to the Agreement with CityView to expand the Software to receive, process and review building plans and applications electronically.

SECTION 2. Council hereby determines that the amendment to the Agreement with CityView and appropriation authorized hereunder are necessary expenditures incurred to respond to the public health emergency with respect to COVID-19.

SECTION 3. There is hereby appropriated \$192,180.32 from the unappropriated monies of the General Fund to account number 100080.574000 for the Current Expense of said purchase and related expenses.

SECTION 4. This Ordinance shall take effect at the earliest opportunity allowed by law.

C-30-20



THE CITY OF GROVE CITY, OH

CITYVIEW MIGRATION OPTIONS

April 28, 2020

Steve Favalaro
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1. COVER LETTER

CityView, an unincorporated division of N. Harris Computer Corporation
4464 Markham Street, Suite 1202
Victoria, BC., V8Z 7X8 Canada
Toll-Free: 1.800.665.5647
April 17, 2020

City of Grove City
Attention: Mike Boso
Chief Building Official
City of Grove City
4035 Broadway Grove City, Ohio 43123

RE: CityView Workspace Migration Options

Dear Mike,

Thank you for the opportunity to provide this revised proposal for your consideration in migrating to CityView Workspace and offering additional products and services. The City has been a valued CityView customer since 2001, and we look forward to the opportunity to continue to partner with and provide additional CityView solutions and services to the City.

The City has used CityView for the past 19 years in Community Development, and we are proud to have helped facilitate the following results for the City:

- Reduction in front counter inspection and permit status calls by 60%
- Reduction in inspection cancellations by 30%
- After the CityView implementation the City's Building & Zoning department was the 2010 recipient of the Ohio Board of Building Standard's Dave Smith Building Department Award for Innovation, as a result of the field inspections and citizen portal functionality.

Through the additional solutions, upgrades and reengineered workflows being offered in this proposal we are confident we can help bring about further and greater benefits to you. CityView Portal will provide your constituents with 24/7 online access to conduct business with the City, which currently is required to be done in person at the City offices for the most part. CityView Electronic Plans Review will streamline the permit review process to reduce your turnaround times even more, and CityView Workspace will provide your staff with a significantly easier to use and easier to learn user interface to conduct their daily tasks, all while boosting their productivity.

The City initially implemented CityView to match your then-current business practices. With staff turnover, changing business procedures & legislations, and increased customer demands, the City is making a prudent decision to invest in the additional software available and the services required to fulfill these requirements and further enhance service delivery. Our CityView Select delivery model is a preconfigured solution that maximizes best practices to deliver a streamlined implementation. The CityView implementation approach focuses on refining a comprehensive, fully featured product designed from industry best practices, to align with your business. This is an efficient process with the configuration tools that have become the hallmark of CityView's offering for 38 years.

Our proposal capitalizes on the investments you have already made, approximately \$95,000 of software you won't need to repurchase. CityView also offers the peace of mind that the valuable data you already have in your CityView system will be there in the new system.



The proposal is firm for a period of 90 days from the closing date for submission.

Once again, thank you for the opportunity to respond. Steve Favalaro will be your main point of contact regarding this response and if you have any questions please do not hesitate to call:

CityView, a division of N. Harris Computer Corporation

Steve Favalaro

Regional Sales Manager

Telephone: 1.800.665.5647 ext. 67013

Email: SFavalaro@harriscomputer.com

Sincerely,

Sean Higgins

Executive Vice President, CityView

Harris Computer Systems

Telephone: 1.800.665.5647

2. EXECUTIVE SUMMARY

CityView is pleased to provide the City of Grove City, OH with the following proposal for your consideration.

As referenced earlier, during the past 19 years CityView has helped facilitate monetary savings and service improvements for the City and we look forward to continuing our partnership with you in achieving your future goals. We believe that our understanding of the City's processes, our relationships with City Staff combined with complementary products and services we are offering, uniquely position CityView to meet and exceed your project goals.

The Requested System

The City of Grove City is looking to offer additional online services, improve mobile inspections, increase permit turn-around times through the use of electronic plans review and upgrade their current CityView solution to the latest technologies.

Some of the products and enhancements that our proposal provides are detailed below:

Specific Needs and How We Will Address Them

Providing customers' access via a Web portal – submit applications/cases and have access to updated information in real-time without the need to visit the City offices.

CityView Portal will offer a host of information and services to your constituents so that they can perform simple but valuable services, such as checking the status of a permit/project and more sophisticated services such as applying for and paying for a permit or planning application, online. CityView Portal will provide customer-convenience as well as improving the City's productivity. The CityView Portal is tightly integrated with the CityView application. For example, when correction notices are generated as part of the plan review process, that notice/document is pushed to the Portal as part of the workflow and an email is generated to the applicant with a PDF copy of the Correction Notice attached. This provides convenience to your customer and improves your efficiency and productivity.

CityView customers that deploy Portal see significant reductions in office visits for applications. A number of CityView's clients have moved to almost 100% paperless application process.

"We are so grateful that we are able to reduce exposure to our staff by requiring all permits to be applied for electronically through our CityView on-line ePermit system. Through this system permit applicants will select the permit type and enter permit data, upload required submittal and/or revision documents, make payments, and retrieve final approved documents and more."

Jami Nieber, Scott City, MN

Further reduce application review times and eliminate paper with CityView Electronic Plans Review

CityView leverages the PDF markup technology inside of CityView's workflow and plan review processes to deliver you cost-effective and comprehensive electronic plans review, and combines electronic submission, versioning and workflow capabilities with the vast functionality of Bluebeam products for electronic plans review, management of marked up documents and online collaboration.

This has proven to improve coordination, accuracy and the speed of plan review time with many of our customers.

As a gold certified Bluebeam partner, CityView is uniquely positioned to not only sell and support Bluebeam, but also provide the only truly Bluebeam integrated electronic plans review solution available.

Unlike other products, CityView's seamless integration automatically captures all markups in CityView, makes those markups available to your customers via CityView Portal, and allows staff to quickly and easily generate correction notices and email notifications.

"99% percent of permitting, planning and licensing applications are now submitted electronically. Submittals are then checked digitally for completeness and issues are communicated and resolved electronically with the applicant"
Cory Day, South Jordan, UT

Improving field investigation and mobile inspections

City inspectors have been using CityView for field inspections for several years. The effectiveness has been limited by outdated configuration and an on-going need for new-staff training. An implementation of CityView Mobile will greatly enhance their mobile use and offer:

- real time field access by inspectors that will reduce the time it takes to complete their daily inspections
- improved contractor communication with real time inspection report notifications
- inspectors the means to upload images and access approved plans in the field

Inspectors will continue to save both time and money and be able to provide unparalleled service to your construction community resulting in more with economic development.

"We're using the heck out of our Mobile installation. All of our building inspections are done out in the field (over 35,000 in 2019). Our customers and citizens can see the outcome of an inspection seconds after the inspection is complete. A huge benefit to the people living and working and developing in Cherokee City.

Our building inspectors love it because they can look at all documents related to the project which may affect how they measure the requirements of the inspection."
Kevin Cully, Cherokee City, GA

CityView Workspace – a modern user experience

CityView Workspace is a fully browser-based interface that will replace your existing CityView Desktop client. Your IT department will be thrilled to know that they no longer have to deploy an installed application to all of the end user workstations and CityView users will enjoy the simplicity and elegance of this modern user interface. CityView Workspace is provided **free of charge** to the City as part of your current annual software maintenance.

Using the most industry-leading browser technologies available, we have created an interface that is easy to learn, free of unwanted screen clutter, flows logically and provides instant access to all of your business-critical data.

Using a Single Page Application design, users can view and maintain the information pertinent to their land management records all from one dynamic page per application or case. No more flipping around to various screens and tabs to find the information that is important to you at a particular point in time!

Using a Single Page Application design, users can:

- View and maintain the information pertinent to their land management records all from one dynamic page.
- No more flipping around to various screens and tabs to find the information that is important to you at a particular point in time.

Unique User Assist features ensure that even the most novice users can enter data successfully and navigate through the configured workflow with ease and include:

- Dynamic shading of the cells that require data, to ensure efficient data entry
- Additional data-capture fields display only when appropriate
- Google-like search tool makes searching the entire database simple
- Collapsible panels help to minimize scrolling
- Intuitive and familiar labeling helps the user know exactly what to do
- A configurable dashboard provides the user with all their important information at a glance

City staff will be more efficient and accountable, permit review times will decrease, and new staff will be more productive in a shorter time-frame.

Unique integrations with MS Office

The City has a significant investment with Microsoft Office solutions. CityView offers two unique add-ins to capitalize on your investment in MS Office.

"Mountain View City has been using Workspace for a number of years now and it is a change that we have not regretted! Switching from Desktop to Workspace is comparable to driving in a jalopy at 20 mph then jumping into a sports car and accelerating to 120 mph - the difference is just that noticeable."

Peggie Grochmal – Mountain View City

CityView MS Outlook Add-in provides:

- data from CityView and Outlook to be easily shared between the two applications with minimal user intervention.
- Incoming and Outgoing emails can be attached to permits/cases/projects/contractors from Outlook.
- User's CityView To-Do lists are displayed in Outlook and Activities can be added as appointments to the Outlook Calendar as well as Tasks within Outlook, for pop-up reminders

CityView MS Word Add-in provides:

- users the ability to modify and create letter templates for use within the CityView business processes.
- Letters generated from the system that automatically pull Bluebeam markups and other record data into the letters can be edited on the fly, in Word
- all printed letters print to PDF and are automatically attached to the CityView record, ensuring a complete record in a universally accepted and adopted format
- unlike other solutions, CityView does not use Crystal reports for creating correspondence

We enhance your MS Office investment ensuring users can continue to use the tools they are already familiar with seamlessly through CityView to increase their productivity.

Further Empower your Staff with unmatched configurability

The CityView configuration tools have empowered City staff to expand and maintain the system as your needs changed. Previously, staff have used a combination of these tools to maintain your current configuration. The City has benefited from the continuous enhancement of these tools, and today have the most comprehensive set available from any vendor.

These tools are designed to be used by capable users within the business domain, resulting in the following benefits:

"The Outlook Add-In is one of the features that our employees like best about CityView and is used by all of our staff. About 5% of the 166,467 active documents in the CityView repository are emails. When attached to CityView applications, the emails are then accessible to any user of CityView, not just the original email recipient. It also makes it easier for the user to find the emails related to the file that they are working on."

Alison Lincoln – Grande Prairie

- A reduced reliance on outside vendors and internal IT staff that lowers expenses and decreases the total cost of ownership.
- Streamlined processes based on tailored business workflows. This increases staff efficiency, reduces data entry errors and ensures critical business decisions are based on accurate information.
- Configuration changes are carried forward through upgrades and enhancements to the system allowing the utilization of the latest technology without additional cost or effort.
- Configurations are based upon your defined business processes and staff input. This creates a familiarity that increases user buy-in and decreases training costs.
- Among these enhancements, the ***unique Graphical Workflow Designer*** provides a visual interface for your staff to easily maintain workflows and create new ones as your processes change. You do not have to incur additional costs to have CityView maintain the system for you. ***No other solution offers a Graphical Workflow Designer to quickly and easily maintain workflows and create new ones as your needs change***
- CityView contains over 150 detailed out-of-the-box reports that provide immediate visibility on daily business activities. Statistical and summary reports allow you to track performance metrics such as the number of cases assigned to each Inspector.
- In addition, end-user ad hoc needs are met through CityView Reporter, which provides for pivot table reports, detail reports, charts and graphs. This reporting tool is a drag and drop ad hoc reporter allowing end-users to create the reports you need.
- CityView also provides advanced search features (ad hoc queries) that lets you define your own search criteria. You can access a large number of predefined searches and you can also use the advanced search screen to query any data in the system.

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3. CITYVIEW OPTIONS – (PROPRIETARY AND CONFIDENTIAL)

3.1 OPTION 1 – WORKSPACE MIGRATION

We have completed a cursory review of your current CityView environment and this option covers the additional training and services to migrate the entire environment to CityView Workspace, including CityView Property Information, Permits and Inspections, Contractor Licensing, Code Enforcement and Cashiering.

Note: there is no impact on the City's current licensing or annual software maintenance.

CityView has now completed numerous Workspace migrations and has found that the majority of the issues center around older configuration, such as attribute fields that are not being controlled by attribute field groups. This and other similar older configuration may cause problems in a CityView Workspace environment; and, if corrected, this would improve the user experience within CityView Workspace.

It is important to realize that most anomalies are not caused by CityView Workspace or the migration process. They exist in the current environment but they may make Workspace less user-friendly.

It's also very important to understand the City is not getting new workflows or the CityView Select best practice configuration out of this project. The City's workflows etc. will not change. CityView will be migrating the current configuration (workflow, business rules, letters etc.) and make the fixes needed in order to bring the City's current configuration into alignment with the needs of Workspace, meaning CityView will correct the configurations that were working in Desktop but are not working after the migration to Workspace.

Any customizations to the CityView Desktop environment performed by the City are excluded from the scope of this project. The implementation team will work with the City to find reasonable workarounds, but if it is determined that customization is required, then that will be performed only under mutually agreed change order.

Any configuration performed by the City in their CityView Desktop environment has not been vetted by CityView and may not be compatible with CityView Workspace. It is not assumed to be a problem because CityView Workspace observes most types of configuration that exist in CityView Desktop; however, where gaps exist, the resolution to these problems will be excluded from the scope of this project. The implementation team will work with the City to find reasonable compromises to change the configuration so that it will work, but if it is determined that significant rework to the configuration is required, then that will be performed only under mutually agreed change order.

The following services are included:

12 hours of Remote Review Sessions for Validation. This should be conducted with a maximum of 3 subject matter experts from each department who will then be responsible for testing their respective areas of the software.

72 hours of validation refinements to bring the City's current CityView configuration in-line with the needs of CityView Workspace.

City staff (SMEs) will undertake validation testing using CityView Workspace. The scope of the validation feedback will be limited to those things that were working in CityView Desktop and are not working in CityView Workspace. Given the differences between Workspace and Desktop, not everything will function in exactly the same way as it did before, therefore reasonable alternatives will be suggested. If it is evident that there is no reasonable alternative, CityView will then resolve the issue. Once testing and refinements are complete, a single onsite will be conducted to perform end user training. All modules will go live at the same time. The project will not be phased.

3 days remote training for Building and Code Enforcement and 1 day of remote go live facilitation (includes preparation, go live installation services and environment management.)

The investment for the above listed services and including project management, QA and environment management above is \$38,107.

NOTE: Through our initial review of your environment and further discussions with the City the following are considered out of scope and are not included in the migration to CityView Workspace.

- It appears the City is using Desktop in the field, however with the migration to CityView Workspace you won't be able to utilize this in the same way. If you want to use Workspace in the field it will have to be through Citrix-type connection however this is not recommended
- There is a custom table called _CityHolidays. It is unclear what that's being used for, but it's not going to be supported so it is excluded from the scope.
- There is not a working property integration setup, this is done through a monthly import instead. Should the City want an automated property integration it would require additional effort and not included in this scope.
- There is a separate catalogue with one custom sheet for Garage Sales – As per Mike, garage sales will not be included.
- The City's current portal was developed years ago and does not use the actual CityView Portal – the current portal functionality and available reporting is not in scope.
- Any custom reports that exist in the current environment are not in scope and will need to be redone by City staff using the available reporting options in CityView. Technically, you could keep Desktop running just for the sake of generating the web custom reports. We're not going to be doing anything to the schema, so the reports will still run, just not very well in Workspace.
- In Code Enforcement There is a custom ribbon button called "Go to case diary", which is a report that grabs the data context automatically from the data context of the Code Enforcement sheet open. This is not possible in Workspace. Staff may have to manually enter the Case number into the report criteria. Or, we use a Letter instead. More discussion will be required with the City but for now this is considered out of scope.

CityView Word Add-in (Optional)

The City's letter templates were originally configured using the older RTF control in CityView. With the migration to CityView Workspace we are seeing some issues with these templates. Letters that are heavily formatted (e.g. tables or other specific alignment, non-web fonts, requirements for everything to fit on one page) are problematic because when we convert the RTF letter to HTML, so that it can be edited in Workspace, we lose some of the fidelity in the RTF structure. HTML is not as rich a language as RTF is when it comes to formatting text. We can look at simplifying the formatting so that it's not as problematic.

The cost for the CityView MS Word Add-in is \$4,900 plus annual software maintenance of \$1,176. There is also the need for the Word Add-in training that is done remotely and the cost of that is \$1,968. In reviewing the City's current configuration, there are 22 letter templates. 15 of which are for different permit types, but appear to be identical except for the permit type, so all of these may not need to be configured. The cost for CityView to configure the 22 existing letter templates with the Word Add-in would be \$8,575.

The total cost for the CityView MS Word Add-in is \$6,868 plus annual software maintenance of \$1,176. Should the City require CityView to configure the 22 existing letter templates the cost for this would be \$8,575.

New Property Integration (Optional)

In discussions with the City it is our understanding that property information is currently being updated by a monthly excel import. While not required, we do recommend that an automated property integration be setup using CityView's new property integration tool. The cost for CityView to complete the property integration would be \$13,720. Additional information can be found in CityView Connect here - <https://cityviewhelp.iharriscomputer.com/CityViewCMS/index.php/configuration/integrations/property-integration/1263-property-integration-overview>

Note: given the current travel restrictions the assumption is that all services would be provided remotely

3.2 OPTION 2 – ADDITION OF CITYVIEW PORTAL, MOBILE AND ELECTRONIC PLANS REVIEW TO THE WORKSPACE MIGRATION

The City has indicated the desire to offer more services online and improve mobile inspections. As part of the migration project the City could include the addition of CityView Portal and CityView Mobile. The City is already licensed for CityView Portal so there is no additional cost.

The current configuration does present some challenges in taking full advantage of CityView Portal, Mobile and electronic plans review. which include:

- The existing work items configuration is not good for implementing Portal, EPR or even Mobile. The below cost include an estimate to re-configure the work items,.
- The Submittals sheet is not exposed and no submittal items are configured which is required for CityView Portal.
- Some incorrect business rules for auto-populating Fees – for example, there is a rule that's bringing in "Number of Units" on a Refrigeration application, but that is not a valid work item according to the filtering. You won't see Number of Units listed if you click on the Add Work Item button, which are important to fix when you get into Portal/Electronic Plans Review.
- They have a Comments sheet in the Permit Application binder – that's fine
- After approving the Building and Zoning Review the workflow does not proceed – there is no activity to issue the permit – it appears that you manually enter all the required inspections and the permit correspondence – this does not support online inspection requests very well

These are just a few examples of issues with the current configuration that would need to be addressed to add CityView Portal, Mobile and Electronic Plans Review. We are recommending that the City implement the best practice workflows associated with the Select delivery model for permits & Inspections. The below costs reflect this effort and we are pleased to offer the City the best practice workflows at no additional costs. A cursory review of the City's current configuration was conducted, however additional configuration issues may be found during the data collection and may result in additional costs.

The cost to add CityView Portal, Mobile and Electronic Plans Review to the Workspace Migration using the Select delivery model is as follows:

Cost Summary	
Software and Licenses	\$ 44,186
Implementation Services	\$ 43,838
Training	\$ 11,244
Total	\$ 99,268
Travel & expenses (billed on a cost recovery basis)	\$ 7,370
Annual Fees	
Annual Software Maintenance year 1 (all software updates, 12/5 unlimited support)	\$ 12,358

This includes the CityView Preferred Partner (InvoiceCloud or Paymentus) Payment Processing Extension. Should the 3rd party charge any additional license or services fees those are the responsibility of the City, and should the City choose a different 3rd party provide additional charges will apply.

Note: given the current travel restrictions the assumption is that all services would be provided remotely

Detailed Costs

The following details the elements of our proposal for CityView software and services and reflects that the City is currently licensed for the following solutions:

- CityView **Property Information**, CityView **Permits and Inspections**, CityView **Contractor Licensing**, CityView **Code Enforcement**, and CityView **Cashiering**.
- **CityView Portal (for Permits and Inspection, Code Enforcement and Contractor Licensing)** for online, 24/7 convenient access to service deployed to the Web, including registration, property and permit lookup, status checks, inspection requests, permit application, fee payment (requires a 3rd party payment processor - preferred Invoice Cloud), meeting requests and more. Should the City decide to use a different payment processor other than the preferred ones mentioned, and estimate for additional charges are included in our proposal. Please see the optional pricing should the City decide to use their current payment processor.
- Access for up to **fifteen (15) concurrent users** to CityView. CityView monitors only concurrent users, so the "total" number of users is **not** limited. We also don't limit what licensed applications are accessed by those users. This ensures you every opportunity to maximize your license use and return on investment. Additional concurrent licenses may be purchased for \$2,000 each (each adding \$480 to the annual maintenance fee). This is the current price and will be honored for the duration of the project and a further 6 months beyond go-live.
- **CityView GIS Extension**, comprising ArcGIS Server or ArcGIS Online-based integration with your GIS. Additional CityView extensions included are the **CityView Configuration Console**.
- CityView's **enterprise server software** for administration and management of your existing CityView system.

To meet the City's additional needs, we are proposing the purchase of **CityView Electronic Plans Review, CityView Mobile for Permits and Inspections and Code Enforcement (up to 10 concurrent users)**. Also included are **fourteen (14) named users** of Bluebeam Revu eXtreme.

- An **implementation** based on our CityView Select delivery model as described earlier in this proposal which includes configuration changes to the out of the box workflows for Permits & Inspections, Portal, Mobile and Electronic Plans Review.
- A **training program** that ensures your end-users are fully trained to maximize adoption and value from the software, your advanced users are equipped to contribute meaningfully to its evolution after go-live as changing requirements demand and your system administrators are empowered to support and manage the system.
- Ongoing **support and maintenance**, providing unlimited technical support, software upgrades and updates for all licensed software and much more, including the Harris Software for Life Program (if RFP is not issued).

Software & Licensing:	Quantity	Price
Application Software - CityView Solutions:		
CityView Property Information (required)	1	\$ -
CityView Permits & Inspections	1	\$ -
CityView Code Enforcement	1	\$ -
CityView Contractor Licensing	1	\$ -
CityView Cashiering	1	\$ -
CityView Electronic Plans Review	1	\$ 26,000
CityView Portal (licensed for 3 business processes only i.e. Building permits, Code Complaints, and Contractor Licensing)	1	\$ -
User Software:		
Concurrent Read/Write User Licenses	15	\$ -
CityView Mobile (Building Inspections)	5	\$ 4,900
CityView Mobile (Code Enforcement Inspections)	5	\$ 4,900
Bluebeam Revu (eXtreme)	14	\$ 8,386
Server Software:		
CityView Server (required)	1	\$ -
CityView Esri ArcGIS Mapping Extension (unlimited users)	1	\$ -
CityView Configuration Console	1	\$ -
Total:		\$ 44,168

Implementation Services:	Cost
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Project Management	Ongoing project facilitation, billing, status reports, issues resolution, escalation, resource allocation, scheduling, budget management, change orders etc.	\$ 4,200
Data Collection & Process Mapping (remote)	Remote reviews of CityView Select, completion of CityView Select, web based configuration workbook & other digital materials, collection of business data required to tweak & refine CityView Select pre-configuration.	\$ 5,075
Installation (remote) & Environment Management	Production and test environments set up and tested, includes up to 3 installs during the project	\$ 1,400
Configuration from Data Collection & Process Mapping	- Fees, custom data fields, business rules for all modules licensed.	\$ 23,888
Reviews for Validation & Refinements (remote); Acceptance Testing	In-scope refinements to configuration, business rules etc. Conducted through a series of remote environment reviews, focusing on configuration and workflow, data conversion, customizations and interfaces (where applicable). Latter review/s client-led.	\$ 9,275
Total Implementation Services		\$ 43,838

Training:	Max. Students/ session	Days	Cost
CityView End User Training (onsite)	10	3	\$ 4,900
Go-live facilitation & Assistance (onsite)	-	1.5	\$ 3,281
CityView Mobile Training (onsite)	10	0.5	\$ 1,094
Bluebeam Electronic Markup Training (remote)	10	1	\$ 1,969
Total Training Services		6	\$ 11,244

Travel & Expenses (for onsite services)	Person-Trips	Person-days Onsite	Cost
Travel Budget for Onsite Services (billed on a cost recovery basis)	2	5.5	\$ 7,370

Mandatory Annual Software Maintenance	Deliverables	Payment Milestone
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Annual Software Maintenance (year 1) in addition to the City's current annual maintenance	Provides: • All major and minor software upgrades • Unlimited technical support; • Unlimited access to the CityView FTP site • Unlimited access to the CityView Connect • Support for in-scope, CityView-delivered customizations to product and Select configuration	\$10,272
Bluebeam Revu Annual Software Maintenance (year 1) in addition to the City's current annual maintenance	First line of support for Bluebeam Revu	\$2,086

Project Assumptions

Our proposal includes the following assumptions:

- Typically, implementation services begin 90 – 120 days after contract signing.
- Property integration has not been included.
- Configuration changes to the out of the box workflows for Permits & Inspections
- Integration/interface – a batch export to the City's Financial GL has not been included.
- Fee schedules were not provided prior to the quoting of this project, therefore our assumptions around the effort to configure fees are subject to review of the complete requirements. Our assumption is that the current fees are configured correctly and do not need to be reconfigured.
- The software implementation is based on Vendor's understanding of the number of "responsible departments" managing the processes within each product. Budgeted effort is allotted to various aspects of the implementation based on this number. For example, if the project to implement CityView Permits & Inspections includes scope for building permits, encroachment permits and fire permits, and each of these is managed separately by a different responsible department, then the budget estimate is based on 3 responsible departments needing independent sessions for data collection/process mapping, validation & refinement and end-user training. If, however, all of those permit types were managed by the same people under one Customer Service Center, then this would be classed as 1 responsible department and the budgeted effort for data collection/process mapping, validation and refinement and end-user training is lower.

Vendor's understanding of the Customer's responsible departments is as follows:

- Permits and Inspections (1 departments) and Code Enforcement (1 department).
- No custom reports are included. CityView provides out of the box reports for each module, as well as a user-friendly reporting tool, and the ability to link SSRS reports to the users' catalog that allows the City staff to develop any necessary reports needed. **Please note, professional documents in CityView (i.e., Correction Notices, Permits) are Microsoft Word letter templates.*
- Configuration of out of the box workflows for Permits & Inspections to meet the City's needs, and no new unique workflows will be configured unless agreed to through a formal change order.
- There is currently no process for the renewal of contractor registration. The City requires contractors

to register annually, pay a fee and provide certain information. The renewal process does not currently exist and therefore we have not included for any services associated with the configuration of a renewal process.

- No Spatial Query have been included with this proposal. Should a spatial query requirement be determined an estimate will be confirmed during project scoping and can be increased through mutually agreed change order.

Notes: Please note we do not provide hardware; no proprietary hardware is required for the operation and use of CityView.

Exclusions: (as it pertains to a Statement of Work should we be the City proceed)

1. Provision of hardware, databases and third party software.
2. Setup and support of network infrastructure supporting CityView.
3. Quantities, of the following items, that are in excess of those defined in a Statement of Work "Scope (Inclusions)", are specifically excluded, unless addressed by a change order:
 - Letter configuration
 - Custom data fields
 - Spatial queries
 - Training
 - Customizations and interfaces
 - Custom workflows
 - Custom reports
 - Batch/scheduled processes
4. Non-standard configuration – standard configuration would be what is provided in the "Inclusions" above and what comes preconfigured in the system. Examples of non-standard configuration would include: modifying record-level security from what is pre-defined; defining organizational role security criteria other than those defined in the out of the box organizational roles (e.g. read-only access to some sheets, read-write to others); creating batch processes other than those defined in the product for permit and planning expirations; creating business rules defining specific outcomes that are tied to specific users of the system only (e.g. message box reminding of a process that needs to be followed but where that message box is only invoked where a specific users is logged into the system). While these are not included in the Project's scope, the configuration tools are provided for Customer to undergo such configuration itself.

4. CITYVIEW RECOMMENDED HARDWARE AND SOFTWARE

CityView offers both an on-premise and hosted, subscription software model. Information is provided in the following pages regarding recommended servers, database sizing considerations, third party software, and compliancy tables for an on-premise solution. This is followed by a diagram depicting a typical installation.

Operating Systems*

Interface	Supported OS Versions	Editions	Minimum Requirements
CityView Configuration Console	Windows 10	32 and 64 bit, Home, Pro and Enterprise Editions	.NET Framework 4.7.1 required - download link
	Windows 8, 8.1	32-bit and 64-bit editions	.NET Framework 4.7.1 required - download link
	Windows 7 SP1	32-bit and 64-bit editions	
CityView Mobile*	iOS (iPhone, iPad, iPod)	4 or higher Safari version 10 or higher	CityView Mobile is a browser-based interface, so devices will require an internet connection and a web browser. Local storage must be enabled. Important: TLS certificate required. About Windows Surface devices: these devices will run CityView Mobile, but you will not be able to directly access the camera for photos or video. This is a Windows security issue and is not controlled by CityView. Optional Hardware: For areas with poor coverage, some customers have used vehicle cellular signal boosters to enhance connectivity. Though we (CityView) do not claim to support or endorse any one product, this unit has been recommended by our customers: weboost Drive 4G-M
	Android	2.3 or higher	
	Windows Phone 7 or higher	7 or higher	

*CityView Mobile is an optional add-on service to use CityView through a customized browser application. Each module is licensed for CityView Mobile separately. CityView Mobile is optimized for use in the field on a small screen; it is a supplement to, and not a substitute for a full version of CityView Workspace.

Servers	Supported OS Versions	Minimum Requirements
CityView Management Server	Windows Server 2019	• Required for all environments • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 300 megabytes (MB) of available hard disk space
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	
CityView Application Server	Windows Server 2019	• Required for all environments • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 500 megabytes (MB) of available hard disk space • 64-bit
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Servers	Supported OS Versions	Minimum Requirements
CityView Workspace Server	Windows Server 2019	• Required for customers that purchase the CityView browser-based interface • 2GHz 8 core Xeon or Opteron processor recommended • 32 Gigabytes (GB) of RAM or higher recommended • 10 Gigabytes (GB) of available hard disk space • Note that an SSL/TSL certificate is required to run Workspace. • URL Rewrite for IIS is required and included in the installation package. Users need to accept the installation. • Workspace requires a 64-bit Application Pool in IIS. • Standard – WebSockets enabled
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
CityView Portal Server	Windows Server 2019	• Required for customers that purchase CityView Portal, online public interface for any module. • A separate CityView Portal license is required for each online module • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 10 megabytes (MB) of available hard disk space • Note that an SSL/TSL certificate is required for CityView Portal/Mobile • CityView Portal/Mobile requires a 64-bit Application Pool in IIS.
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Servers	Supported OS Versions	Minimum Requirements
CityView Integration Server	Windows Server 2019	- Required for any environment that's using CityView Public API - Windows Server with 2GHz Xeon processor recommended 8 Gigabytes (GB) of RAM or higher recommended 10 megabytes (MB) of available hard disk space
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Data Sizing Projections

There are several services that are typical in our deployment strategy:

1. **SQL Server** – can be scaled to include failover clusters. Typical day-to-day operation of CityView will not tax the server as most queries will pull less than 10 records per table at a time. This service works directly with Management Server, Application Server and Portal server processes. Typical permit applications require 1MB of disk space.
2. **CityView Management Server** – this is a service that runs in IIS, typically processing login requests, and configuration settings for the software. The only time where the service impacts performance on a server is when a build of the application occurs, typically during maintenance periods. All services need to be able to communicate with this server.
3. **CityView Workspace Server** – this is a service that runs in IIS and provides the server side processing for the primary Workspace browser user interface most staff will use. This service needs sufficient hardware resources to handle the load. If performance is not ideal, it is certainly possible to have multiple servers deployed to handle load balance or latency concerns.
4. **CityView Application Server** – this service handles general server side application processing not handled by more specialized servers. This includes scheduled processes, letter generation and document access.
5. **CityView Mobile Server** – Mobile Server IIS service acts as a gateway to the software for field staff users, and directly queries SQL Server during operation. There is an extremely small footprint for the service, and small memory/CPU overhead. If performance is not ideal, it is certainly possible to have multiple mobile servers deployed to handle load balance or latency concerns.
6. **CityView Portal Server** – Portal Server IIS service acts as a gateway to the software for browser and mobile users, and directly queries SQL Server during operation. There is an extremely small footprint for the service, and small memory/CPU overhead. If performance is not ideal, it is certainly possible to have multiple portal servers deployed to handle load balance or latency concerns.

7. **Document Management/Content Management Server** – often handled by third party services, e.g. SharePoint, Laserfiche, TRIM, etc. This can also be defined as a Windows file share (SMB) where we typically recommend 5MB of space per permit for file storage (PDF, DOC, JPG).

.NET Framework

Required for all servers and desktop machines running CityView.

Supported Versions	Notes
.NET Framework 4.7.1	Minimum required - download link
.NET Framework 4.7.2	Supported

Database Technologies

Microsoft SQL Server is required for all CityView customers.

Supported Versions	Editions	Recommended Hardware
SQL Server 2017	32-bit and 64-bit editions, Express and higher	- Processor: 2+ GHz Dual Core processor (Intel Xeon or AMD Opteron) - Memory: 32 GB - Storage: RAID-5, 4 (3 + 1 Hot Spare) x 73GB 15K RPM Ultra 320 SCSI (or substitute SSDs for better performance) - Network Adapter: Gigabit Ethernet Adapter - Power Supply: Redundant Power Supplies
SQL Server 2016		
SQL Server 2014		
SQL Server 2012		

Browsers*

For CityView customers that purchase CityView Workspace. Note that servers for all CityView web-based interfaces require TLS certification and an HTTPS address.

Workspace		
Workspace has been designed to work with desktop browsers. Staff mobile users should be using the CityView Mobile interface, which also supports disconnected mode (security certificate required).		
Supported Browsers	Required Settings	Notes
Google Chrome*	Required for Workspace on all browsers: - JavaScript must be enabled - Cookies must be enabled - Ad Blockers must be disabled - Pop-ups must be enabled (or not blocked)	CityView Workspace (internal use) does not currently support browsers on mobile devices. Staff mobile users should be using the CityView Mobile interface, which also supports disconnected mode. Important - Internet Explorer No Longer Supported in Workspace - Microsoft has discontinued development of Internet Explorer and recommends Edge. Microsoft Edge is not available for Windows 7 or Windows 8.1. Customers still on those operating systems should use either Firefox or Chrome for the full CityView Workspace interface experience.
Microsoft Edge* Windows 10 required		
Mozilla Firefox		

*Recommended browsers

Portal		
Portal has been designed to work with desktop and mobile browsers		
Supported Browsers	Version	Notes
Internet Explorer	8-11 10 Windows Phone 8 Xbox 360	Portal servers require a TLS certificate (https) and a 64-bit IIS Application Pool
Microsoft Edge	40 and up Xbox One Windows 10 Mobile	
Google Chrome	Desktop (tested version 73) and Mobile	
Mozilla Firefox	Desktop (tested version 66) and Mobile	
Opera	Tested version 58	
Safari	9 and up MacOS, iOS, iPad	

Mobile		
Mobile has been designed to work with mobile browsers		
Supported Browsers	Version	Notes
Safari	10 or higher	CityView Mobile is highly compatible with many mobile browsers for phones or tablets. Firefox and Chrome update automatically. As of publication, the current version is supported. As of Firefox version 62 and Chrome version 67, these browsers no longer allow insecure websites to access the browser Application Cache. This is where the pages for disconnected mode are stored. Mobile Disconnected Mode will no longer run when using HTTP. Your browser will give a No Internet connection error. To be able to use disconnected mode, you need to host CityView Mobile using HTTPS. Note that these browsers update automatically, so trying to retain a previous version is not a practical solution.
Firefox	57 or higher	
Chrome	63 or higher	
Opera		
Android		

Bluebeam Revu

For customers that purchase Electronic Plans Review

Supported Versions	Editions	CityView Interface	Notes
Revu 2019 Revu 2018*	Revu eXtreme all document comments and markups are flattened before the document is returned to the customer for corrections CAD & Standard versions can be used by users who will be marking up documents, but not be initiating or finalizing the markup process, or for Workspace users.	Workspace	Bluebeam Revu is required for CityView Electronic Plans Review (EPR) functionality. Bluebeam Revu can also be used to view, create or manipulate PDF documents, independently of CityView. Bluebeam Revu licenses are required *For customers upgrading to version 2018: If you have a Bluebeam Open or Enterprise License, Bluebeam will validate your license every time you launch, prepare or flatten documents. It is normal to see a "License Seat Acquisition" message.

Google Applications

Supported	Notes
Google Calendar integration	License required
G-Suite integration	License required
Gmail utilization	No license needed

Microsoft Exchange

For CityView customers that purchase Microsoft Exchange integration

Supported Versions	Notes
Office 365 Exchange	Supported with Web Services API
Exchange 2019	
Exchange 2016	
Exchange 2013	
Exchange 2010	

Microsoft Outlook

For CityView customers that purchase the Microsoft Outlook integration Add-In

Supported Versions	Editions	Notes
Outlook 2019	32-bit and 64-bit	Required for CityView Outlook integration Add-In Click-to-Run: Please note that Microsoft Office installations that have been installed and that use "Click-To-Run" are not supported by CityView. Office 365 not supported.
Outlook 2016		
Outlook 2013		
Outlook 2010		

Microsoft Word

For CityView customers that purchase the Microsoft Word integration Add-In. This Add-In allows users to create letter templates and edit generated letter in the following versions of Microsoft Word.

Users in the Letter Configuration organization role can customize letter templates used to generate letters/correspondence. These the are the supported versions for template configuration.

For Template Editing		
Supported Versions	Editions	Notes
Word 2019	32-bit and 64-bit	Required for CityView Word integration Add-In Click-to-Run: Installation of 2019 is under review at this time.
Word 2016		
Word 2013		
Word 2010		

Once a letter is generated from a template, the content of the letter can be edited via the Word Add-In. These are the supported versions for letter editing.

For Generated Letter Editing		
Supported Versions	Editions	Notes
Office 365		
Word 2019	32-bit and 64-bit	Required for CityView Word integration Add-In
Word 2016		
Word 2013		
Word 2010		

Mapping/GIS Technologies*

For CityView customers that purchase the GIS/mapping integration (Esri only)

Supported Versions	Editions	Notes
ArcGIS Online		- Supported - Required for CityView Mobile Route
ArcGIS Enterprise v10.6	32-bit and 64-bit editions, Express and higher. - Workgroup or Enterprise Capacity Level servers (Standard, Advanced). - Server Basic version not supported.	- TLS certificate required. - ArcGIS Engine v9.3 and v9.2 ArcGIS Reader v9.3 and v9.2 - legacy support; no significant enhancements will be implemented. * Feature Service Layers required for editing maps through CityView.
ArcGIS Enterprise v10.5		
ArcGIS Server v10.4		
ArcGIS Server v10.4.1		
ArcGIS Server v10.2.2		

Document Management Systems

Optional integration for CityView customers who are using one of the following document management systems. Additional license required to integrate with CityView. If no other integration is configured, CityView will use its native DMS.

System	Supported Versions	Notes
Laserfiche	9 and 10 (including all minor versions)	https://www.microsoft.com/en-ca/download/details.aspx?id=48145 CityView Portal/Mobile: supports Laserfiche Web Access 9/10 and Web Link 9/10 The Laserfiche libraries (version 10) that CityView uses and ships with will work with an instance of Laserfiche 10.X Server.
Microsoft SharePoint	2016, 2013, 2010, SharePoint Online	
OnBase	16.0.0.17	Supports CityView/OnBase API
Eclipse (docStar)		
PaperVision	78, 79	

System	Supported Versions	Notes
ImageNow (Perceptive Content)	6.7	
Alfresco	5.2	
FileHold	15.2.0	
eB		Contact CityView Support before installing

Payment Processing

CityView Portal supports optional integration with numerous Payment Processing systems (Payment Gateways). You must be licensed to implement this integration. * Preferred gateway.

Security Note: The PCI Data Security Standard requires that merchants use TLS1.2.

Supported Gateways	Notes
Paymentus*	Supports eCheck/ACH payment if customer account has set this option with their payment vendor. Shopping cart supported conditionally.
Invoice Cloud*	Supports eCheck/ACH payment if customer account has set this option with their payment vendor. Shopping cart supported.
Heartland	
Acculynk	
PayPal's PayFlow Pro	Payflow Pro v4.3
iTransact	
Moneris (Hosted Pay Page)	
PayGOV	
Bambora (formerly Beanstream)	Shopping cart supported.
MSB Nexus	Web API "May 2017" version
BIS Online	
Authorize.Net	Supports eCheck/ACH payment if customer account has set this option with their payment vendor.
Active Class	Contact CityView Support before installing.

SMS/Text Messaging

CityView customers with modules that are licensed for Mobile can use the following service to send text messages.

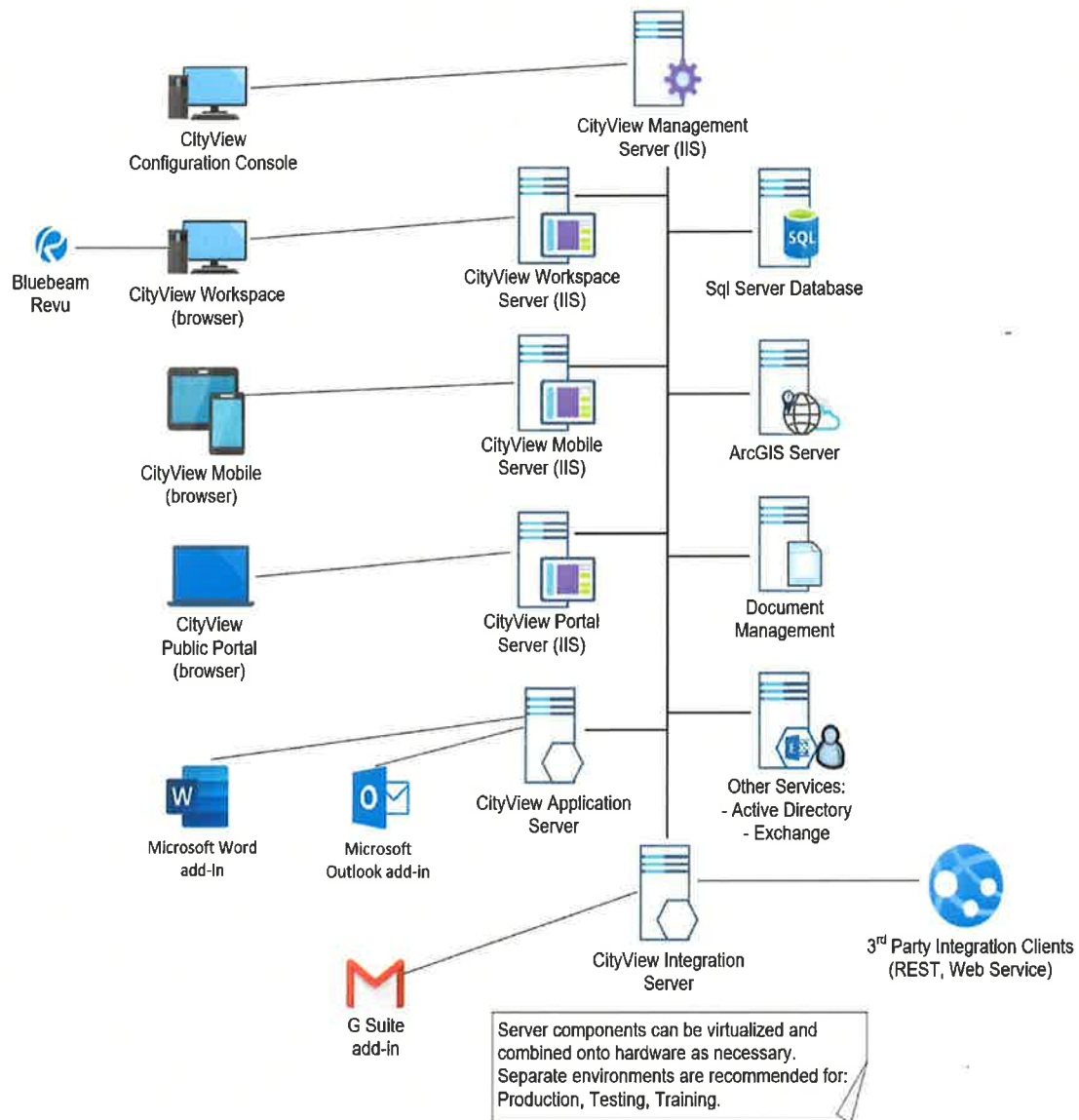
Supported Versions	Notes
Twilio	Configuration information.

Reporting Technologies

CityView supports optional integration with the following reporting systems.

Supported Versions	Editions	Notes
SSRS 2016	32 -bit and 64-bit editions, Express and higher	Valid TLS certificate required 1.2 or higher required on server for Workspace.
SSRS 2014	32 -bit and 64-bit editions, Express and higher	
SSRS 2012 R2	32 -bit and 64-bit editions, Express and higher	
SSRS 2012	32 -bit and 64-bit editions, Express and higher	

CityView Conceptual Architecture



Note: The CityView websites (Workspace, Portal and Mobile) require TLS for security. As such, you will need to provide a valid TLS certificate. The two available options are to purchase a signed certificate by a verified TLS Certificate provider. This is the preferred option. Alternatively, a self-signed TLS certificate can be created. The self-signed option requires manual creation of the certificate as well as manual installation of the certification on all client devices.

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Berry/Stage
Approved: Berry
Emergency: _____
Current Expense: XX

No.: C-31-20
1st Reading: 07-06-20
Public Notice: 07-07-20
2nd Reading: 07-20-20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-31-20

AN ORDINANCE SUPPORTING A GROVE CITY "BUY LOCAL CERTIFICATE PROGRAM" BY THE GROVE CITY CHAMBER OF COMMERCE AND TO APPROPRIATE \$50,000.00 FROM THE GENERAL FUND FOR THE CURRENT EXPENSE OF SPONSORING SAID PROGRAM

WHEREAS, the City of Grove City recognized the importance of local businesses as it relates to the economic health and quality of life of the community; and

WHEREAS, Grove City locally owned and operated brick and mortar establishments are a priority for the community in as much as they represent a substantial percentage of the city's labor force and tax receipts; and

WHEREAS, the Grove City Area Chamber of Commerce is a non-profit organization dedicated to leading and stimulating economic development and reaching out to internal and external audiences; and

WHEREAS, the Grove City Area Chamber of Commerce approach to economic development has generated community-wide interest and support; and

WHEREAS, creating a "Buy Local" certificate program, would be an additional tool to assist with the growth, enhancement and promotion of our local brick and mortar establishments.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. This Council hereby supports a direct grant to the Grove City Area Chamber of Commerce for the concept of the "Buy Local Certificate Program" to be administered by the Grove City Area Chamber of Commerce, who will submit such a program that outlines a consumer matching program. The outline will include a budget for marketing and operating of the program, which shall not exceed \$15,000.00 of the appropriation, to City Council for approval.

SECTION 2. There is hereby appropriated \$50,000.00 from unappropriated monies for the General Fund, into Account 100120.551300, for the Current Expense of implementing and operating a "Buy Local Certificate Program" by the Grove City Area Chamber of Commerce.

SECTION 3. The Grove City Area Chamber of Commerce shall submit to Council a Report listing accomplishments, goals and a breakdown of all expenditures by December 1, 2020.

SECTION 4. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Guidelines for Chamber of Commerce

Attachment 'A'

The Program

This Program creates an aggressive on of a kind "Buy Local" gift certificate program to support and market our local businesses. It will encourage people to shop, dine, play and support local business and the employers and employees of those businesses. – in an effort to help offset the Covid19 closings.

The consumer would purchase a Buy One Get One gift certificate off the Chamber website and receive a business specific certificate - up to \$25.00.

The Chamber will manage and market the program.

Participating Businesses

Any independent 'brick and mortar' business that sells goods and or services directly to consumers is eligible. Participating businesses must be operating within the geographic boundaries of Grove City. Participating businesses must be members in good standing with the Grove City Area Chamber of Commerce.

The Chamber has agreed to give Town Center and small businesses a one year - \$25.00 membership in the Chamber to participate in the program and participate in marketing.

The program is not available to chain or franchise stores. (Please refer to list for participating businesses.) The definition of a chain, for the purposes of this program are: retail, restaurant or service providers with more than one location of the same product line – including but not limited to: stores like Kroger, Giant Eagle, Meijer, Target, Walmart, Dick's, Best Buy, McDonalds, Olive Garden. A Walmart prototype store, with its location only in Grove City (i.e. Walmart – Local Meats) would be eligible.

Intended Outcome

This initiative will support employment and business development in Grove City and will benefit the local tax base and jobs. The program will tangibly put \$100,000.00 into the local economy and will support the economic development efforts of both the City and the Chamber. (Buy one get one program \$50,000.00 in certificates matched with \$50,000.00 in consumer funds)

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Schottke
Approved: _____
Emergency: _____
Current Expense: XX

No.: C-32-20
1st Reading: 07-06-20
Public Notice: 07-07-20
2nd Reading: 07-20-20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-32-20

AN ORDINANCE TO ENACT THE WET BASEMENT GRANT PROGRAM AND APPROPRIATE \$200,000.00 FROM THE SIDEWALK PROGRAM TO THE WET BASEMENT PROGRAM

WHEREAS, the City of Grove City has studied and recognized that there are certain homes and businesses that have been built within the floodplain; and

WHEREAS, when large rain events occur, historically these areas have been prone to flooding; and

WHEREAS, after the latest rain event on March 20, 2020, the Service Department completed an evaluation of the areas affected to determine the best course of action to assist residents in preventing future flooding issues; and

WHEREAS, the attached Wet Basement Grant Program has been developed to assist residents with certain flooding issues, as outlined in the Program; and

WHEREAS, the 2020 Sidewalk Program has an available balance of \$200,000.00 to be used to fund the Wet Basement Program.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. This Council hereby enacts the Wet Basement Grant Program, as attached hereto and made a part hereof in Exhibit "A".

SECTION 2. There is hereby appropriated \$200,000.00 from the unappropriated monies of the Capital Improvement Fund to be transferred to the General Fund and appropriated to account number 100120.551300 for the current expense of the Wet Basement Program.

SECTION 3. There is hereby a \$200,000.00 appropriation reduction to account number 305000.603195.

SECTION 4. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

WET BASEMENT GRANT PROGRAM

**What is the Wet Basement Grant Program?**

The Wet Basement Grant Program is designed to assist property owners with flooding issues in their homes. It is based on the principles contained within the GroveCity2050 Community Plan and is focused on alleviating physical and environmental challenges that are not present elsewhere in the community.

- **Water in Basement:** Most basement flooding is not related to the sanitary sewer system. In many cases, soil settles adjacent to the building and, if not corrected, leads to rainwater flowing towards the building and down the outside of the foundation wall. This is particularly true in older buildings where cracks may have developed in the foundation or floor slab which allow water to enter the basement. The cement floor and basement walls of these structures may have deteriorated to the point that they are no longer waterproof. Thus, water can show up in a basement which has never had a water problem. This frequently happens when the ground is saturated after repeated or heavy rainstorms. Drainage can be improved by making sure that water drains away from the building. Homeowners can also prevent flooding by water-sealing the basement.
- **Sewers:** Most homeowners and business owners may not realize that they are responsible for the maintenance and repair of their house or sewer lateral – the pipeline between the city sanitary sewer main, usually located under the street, and the building. The sewer lateral is owned and maintained by the property owner including any part that may extend into the street or public right of way. A cracked or deteriorated lateral or one filled with tree roots can allow groundwater to seep into the system, contributing to the possible sewer backup problems.

Program Description: Grant money is provided as a one-time reimbursement and matched at \$.50 per \$1.00 of private investment up to a maximum of \$5,000.00. The total reimbursement amount will be based on submitted quote(s) contained within and set as part of the approved grant application.

Eligible Geography: Historic flood-prone areas within Grove City bounded by Parlin Drive on the North, Hoover Road on the East, Casa Blvd. on the South, and Demorest Road through Rockledge Street on the West.

The Wet Basement Grant Program Eligibility:

1. Flood abatement projects that are eligible for consideration are deemed necessary by the City Administrator to mitigate substantial impacts resulting from flooding due to significant weather-related events that occurred not already covered by insurance.
2. Is limited to single or two-family homes in Grove City.
3. Submittal of application must be accompanied by an inspection/project report/estimate by one of the following licensed professionals: plumber, home inspector, or contractor.
4. Projects will be evaluated for effectiveness by City inspectors via on-site inspection prior to granting funds.
5. Applicants requesting funding through the program must be current in their real estate property taxes and must be in good standing with all local, regional, state, and federal taxing authorities. All properties participating in the program shall comply with all applicable zoning, building and property maintenance standards.

Measures to Prevent Basement Flooding

- Cleaning of gutters and downspouts of debris
- Drain downspouts more than 3 feet from the basement wall
- Correct dirt settling adjacent to the foundation by sloping away from wall
- Unclog downspout and sump pump line to the street
- Install backflow prevention device and/or standpipe
- Replace sump pump w/ alarm and/or back-up battery
- Deepen sump pit
- Install plastic shields over window wells
- Caulk basement walls and floor cracks
- Seal basement with an approved water-proofing product

Not Covered

- Replacement of gutters and/or downspouts
- Gutter covers
- Structural basement floor and wall modifications
- Foundation drainage piping

Ways to Prevent Backups in Your Lateral and in the City Main

- **Dispose of Grease Properly:** Cooking oil should be poured into a heat-resistant container and disposed of properly, after it cools off, not in the drain. Washing grease down the drain with hot water can cause significant problems. As the grease cools off, it will solidify either in the drain, the property owner's line, or in the main sewer causing the line to constrict and eventually clog.
- **Dispose of Paper Products Properly:** Paper towels, disposable (and cloth) diapers, and feminine products can cause many problems in the property owner's lateral as well as in the city main because they do not deteriorate quickly, as bathroom tissue does.
- **Replace your line with new plastic pipe:** One way to prevent tree roots from entering your line is to replace your line and tap with new plastic pipe. If you still have problems with tree roots growing in your lateral, you may have to have roots cut periodically.
- **Illegal Plumbing Connections:** Do not connect French drains, sump pumps and other flood control systems to your sanitary sewer. It is illegal, and debris and silt will clog your line. Consult a plumber to correct any illegal connections.
- **Install a Backwater Prevention Valve:** A backwater valve is a fixture installed into a sewer line, and sometimes into a drain line, in the basement of your home or business to prevent sewer backflows. A professionally installed and maintained backwater valve allows sewage to go out, but not to come back in.

Funding: Projects, applied for due to damage from a weather-related event, will be reimbursed at a maximum of \$0.50 per \$1.00 of an eligible project's amount for portions not covered by insurance. The maximum award shall not exceed \$5,000. The City determines the total reimbursement award based on the submitted quote(s) contained within the approved grant eligibility application. Costs exceeding the originally estimated amount may not be eligible for reimbursement.

Dispersal of Funds: Dispersed funds are to reimburse applicants for incurred expenses associated with approved project costs. Funds may be dispersed up to a maximum of two (2) times during the duration of an approved project. Reimbursement requests will be processed upon the submission of proof of payment, photographs, inspection results and other needed documentation (as determined by staff) to verify the completion of the improvement.

Grant recipients are required to maintain records of expended funds and are to provide copies of all paid final invoices, paid receipts, inspection results and additional documentation demonstrating proper use of grant funds. Recipients not able to provide the necessary documentation/records will not be issued grant reimbursement funds.

This grant may be treated as income subject to Federal Income Tax. The City of Grove City is not liable for any tax implications resulting from the extension of this grant through the Wet Basement Grant Program. See your tax advisor for clarification. The distribution of funds will be made in accordance with the guidelines stipulated by the Housing Officer of the City of Grove City.

Conflict of Interest: No official, employee or agent of the City shall have any personal interest, either direct or indirect, in the Wet Basement Grant Program, nor shall any such official, employee or agent participate in any decision relating to the Wet Basement Grant Program which affects his personal interests or the interests of any corporation, partnership or association in which he is, either directly or indirectly, interested. Additionally, work completed by applicants and/or property owners that hold ownership in any firm performing that work, or other instances in which the Development Department determines a conflict of interest is or may be present, shall be ineligible for WBGP funding.

Project Monitoring: Grant recipients must agree to allow any duly authorized representatives of the City of Grove City, at reasonable times and with twenty-four (24) hours prior notice, to have access to any portion of the project in which the City is involved and the period of such right to this access shall be until the City closes out the project.

Warranty: The City is not providing any warranty or guarantee with regard to the functioning of the grant improvements. Homeowner agrees to properly maintain and operate the improvements from the grant. Homeowner understands and acknowledges that the responsibility to maintain permanent improvements, including the cost of all future operation and maintenance, is entirely the responsibility of the Homeowner, and is not the responsibility of the City.

Liability: Homeowner agrees, as part of the consideration to the City for participation in this grant program, to release and forever discharge the City, its officers and employees, from any and all claims, demands, damages, losses, and expenses of all kinds associated with past and future flooded basement into Homeowner's residence. This waiver is made on behalf of Homeowner, Homeowner's heirs, successors, executors, administrators, and assigns. The Homeowner further understands and acknowledges that the City has undertaken this grant program voluntarily and is not an admission of liability or wrongdoing.

Date: 07/01/20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Turner
Approved: Mayor Stage
Emergency: 30 Days:
Current Expense:

No.: CR-24-20
1st Reading: 07/06/20
Public Notice: 6/24/20
2nd Reading:
Passed: Rejected:
Codified: Code No:
Passage Publication:

RESOLUTION NO. CR-24-20

A RESOLUTION TO APPROVE THE BUDGET ESTIMATES FOR THE FISCAL YEAR OF 2021

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The budget estimates for the fiscal year beginning January 1, 2021 are hereby approved.

SECTION 2. The Clerk of Council is hereby directed to Certify and forward said budget to the Franklin County Budget Commission on or before the 20th day of July, 2020.

SECTION 2. This resolution shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Richard L. Stage, Mayor

Passed:
Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this resolution is correct as to form.

Stephen J. Smith, Director of Law

CR-24-20
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CITY OF GROVE CITY TAX BUDGET

City or
Village of GROVE CITY

FRANKLIN County, Ohio

(Date) _____ 2020

This budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. FAILURE TO COMPLY WITH SEC.5705.28 R.C. SHALL RESULT IN LOSS OF GOVERNMENT FUND ALLOCATION.

To the Auditor of said County:

The following Budget year beginning January 1, 2021 has been adopted by Council and is hereby submitted for consideration of the County Budget Commission.

Signed _____

Title _____ Director of Finance

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use		For Budget Commission Use		For County Auditor Use	
FUND (Include only those funds which are requesting general property tax revenue)	Budget Year Amount Requested of Budget Commission Inside/Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
	Column 1	Column 2	Column 3	Column 4	Column 5
GOVERNMENT FUNDS	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
GENERAL FUND	\$943,890	1.0			
GENERAL FUND CHARTER	\$404,524		0.3		
BOND RETIREMENT CHARTER	1,037,242		1.0		
POLICE PENSION FUND	1,244,691	1.2			
PROPRIETARY FUNDS	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
FIDUCIARY FUNDS	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
TOTAL ALL FUNDS	\$3,630,347				

CITY OF GROVE CITY TAX BUDGET

FUND NAME: GENERAL FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL -- GENERAL

EXHIBIT I

TOTAL REVENUE

<u>DESCRIPTION</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>Current Yr Estimate 2020</u>	<u>Budget Yr Estimate 2021</u>
REVENUES						
Local Taxes						
General Property Tax --- Real Estate	909,223	781,137	888,415	1,143,694	1,189,624	1,213,416
Tangible Personal Property Tax	0	0	0	0	0	0
Municipal Income Tax	23,631,687	24,692,262	25,065,577	26,890,973	26,176,801	27,064,389
Other Local Taxes	1,468,714	1,438,545	1,553,925	1,475,097	963,513	1,145,422
Total Local Taxes	26,009,624	26,911,944	27,507,917	29,509,764	28,329,937	29,423,228
Intergovernmental Revenues						
State Shared Taxes and Permits						
Local Government	552,484	547,607	552,229	658,540	525,000	566,450
Estate Tax	0	0	0	0	0	0
Cigarette Tax	1,387	1,277	1,269	1,232	1,200	1,200
License Tax	0	0	0	0	0	0
Liquor and Beer Permits	49,085	45,435	54,594	52,975	45,000	45,000
Gasoline Tax	0	0	0	0	0	0
Library and Local Government Support Fund	0	0	0	0	0	0
Property Tax Allocation - Homestead & Rollback	109,796	91,506	101,234	132,030	132,351	134,998
Other State Shared Taxes and Permits	0	0	0	0	0	0
Total State Shared Taxes and Permits	712,752	685,823	709,326	844,776	703,551	747,648
Federal Grants or Aid	6,792	4,785	5,837	5,189	5,000	5,000
State Grants or Aid	428,801	1,717,564	1,513,504	317,346	15,217	45,000
Other Grants or Aid	0	0	0	0	0	0
Total Intergovernmental Revenues	1,148,345	2,408,172	2,228,668	1,167,311	723,768	797,648
Special Assessments	162,955	126,880	139,325	132,195	230,000	115,000
Charges For Services	284,071	658,236	1,193,573	582,776	635,000	655,000
Fines, Licenses, and Permits	1,147,083	1,086,666	988,741	865,723	720,650	949,250
Miscellaneous - Interest	883,758	958,902	1,632,010	1,411,297	922,814	515,617
Other Financing Sources:						
Proceeds from Sale of Debt	179,390	6,547,500	0	0	0	0
Transfers	0	0	0	0	180,684	0
Advances	0	0	0	0	0	0
Other sources	27,030	95,698	77,683	36,674	50,000	50,000
TOTAL REVENUE	29,842,255	38,793,997	33,767,916	33,705,740	31,792,853	32,505,743

CITY OF GROVE CITY TAX BUDGET

FUND NAME: GENERAL FUND

EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

<u>DESCRIPTION</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>Current Yr Estimate 2020</u>	<u>Budget Yr Estimate 2021</u>
EXPENDITURES						
Security of Persons and Property						
Personal Services	9,785,332	10,214,764	10,582,954	10,755,374	12,452,827	12,795,280
Travel Transportation	13,648	17,283	9,209	14,045	24,000	24,480
Contractual Services	760,764	676,261	727,424	548,049	776,605	792,137
Supplies and Materials	464,389	465,715	515,537	475,574	519,697	530,091
Capital Outlay	464,043	219,197	371,663	323,739	516,500	526,830
Total Security of Persons and Property	11,488,177	11,593,221	12,206,786	12,116,782	14,289,629	14,668,818
Public Health Services						
Personal Services	0	0	0	0	0	0
Travel Transportation	0	0	0	0	0	0
Contractual Services	342,711	364,897	387,333	433,047	466,088	475,410
Supplies and Materials	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Total Public Health Services	342,711	364,897	387,333	433,047	466,088	475,410
Leisure Time Activities						
Personal Services	1,892,499	2,146,461	2,238,636	2,438,496	2,644,338	2,697,225
Travel Transportation	11,897	14,457	20,817	7,008	29,500	30,090
Contractual Services	1,963,240	1,878,005	1,965,030	1,877,217	2,165,620	2,208,932
Supplies and Materials	231,670	233,782	267,782	289,608	337,200	343,944
Capital Outlay	520,391	827,327	1,290,443	1,272,976	1,372,766	1,400,221
Total Leisure Time Activities	4,619,696	5,100,032	5,782,708	5,885,305	6,549,424	6,680,412
Community Environment						
Personal Services	1,213,759	1,331,890	1,614,570	1,733,260	2,110,224	2,152,428
Travel Transportation	14,117	23,236	17,914	23,081	49,300	50,286
Contractual Services	178,356	384,428	357,541	428,162	435,450	444,159
Supplies and Materials	28,068	24,120	31,545	16,005	36,750	37,485
Capital Outlay	52,423	29,709	26,696	95,973	67,500	68,850
Total Community Environment	1,486,723	1,793,383	2,048,267	2,296,482	2,699,224	2,753,208
Basic Utility Service						
Personal Services						
Travel Transportation						
Contractual Services						
Supplies and Materials						
Capital Outlay						
Total Basic Utility Services						

CITY OF GROVE CITY TAX BUDGET

FUND NAME: GENERAL FUND

EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

<u>DESCRIPTION</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>Current Yr Estimate 2020</u>	<u>Budget Yr Estimate 2021</u>
EXPENDITURES (Continued)						
Transportation						
Personal Services						
Travel Transportation						
Contractual Services						
Supplies and Materials						
Capital Outlay						
Total Transportation						
General Government						
Personal Services	2,231,622	2,523,530	2,685,045	2,783,599	3,212,219	3,276,463
Travel Transportation	24,859	25,543	21,511	28,139	35,700	36,414
Contractual Services	3,700,068	3,258,618	3,294,376	3,346,860	3,633,458	3,706,127
Supplies and Materials	73,277	80,308	68,847	86,370	88,477	90,247
Capital Outlay	1,132,329	463,121	1,603,524	604,900	427,000	435,540
Total General Government	<u>7,162,155</u>	<u>6,351,121</u>	<u>7,673,303</u>	<u>6,849,869</u>	<u>7,396,854</u>	<u>7,544,791</u>
Debt Service						
Redemption of Principal	0	0	0	0	0	0
Interest						
Other Debt Service						
Total Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Uses of Funds						
Transfers	13,798,956	7,218,819	3,852,693	4,469,805	5,791,012	4,300,000
Advances	0	0	0	180,684	0	0
Contingencies	0	0	0	0	0	0
Other Uses of Funds	0	6,000,000	0	0	0	0
Total Other Uses of Funds	<u>13,798,956</u>	<u>13,218,819</u>	<u>3,852,693</u>	<u>4,650,489</u>	<u>5,791,012</u>	<u>4,300,000</u>
TOTAL EXPENDITURES	<u>38,898,418</u>	<u>38,421,472</u>	<u>31,951,090</u>	<u>32,231,972</u>	<u>37,192,231</u>	<u>36,422,640</u>
Revenues Over (Under) Expenditures	(9,056,163)	372,525	1,816,826	1,473,768	(5,399,378)	(3,916,896)
Beginning Cash Fund Balance	19,387,715	10,331,552	10,704,078	12,520,904	13,994,672	8,595,294
Ending Cash Fund Balance	10,331,552	10,704,078	12,520,904	13,994,672	8,595,294	4,678,398
Estimated Encumbrances (outstanding at year end)	4,591,741	4,131,365	3,440,747	3,512,529	3,000,000	3,000,000
Estimated Ending Unencumbered Fund Balance	<u>5,739,811</u>	<u>6,572,713</u>	<u>9,080,157</u>	<u>10,482,143</u>	<u>5,595,294</u>	<u>1,678,398</u>

CITY OF GROVE CITY TAX BUDGET

FUND NAME: POLICE PENSION FUND

EXHIBIT II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

<u>DESCRIPTION</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>Current Yr Estimate 2020</u>	<u>Budget Yr Estimate 2021</u>
REVENUE						
Real Estate & Public Utility Taxes	1,136,574	1,171,759	1,332,696	1,055,735	1,098,257	1,120,222
Tangible Personal Property Tax	0	0	0	0	0	0
Real Property Tax - Rollback	137,247	137,266	151,855	121,877	122,028	124,469
Miscellaneous	0	0	0	0	0	0
TOTAL REVENUE	1,273,821	1,309,024	1,484,550	1,177,612	1,220,285	1,244,691
EXPENDITURES						
Police Pension Expenses	1,226,487	1,272,023	1,265,060	1,269,046	1,575,411	1,618,735
TOTAL EXPENDITURES	1,226,487	1,272,023	1,265,060	1,269,046	1,575,411	1,618,735
Revenues Over (Under) Expenditures	47,334	37,001	219,491	(91,435)	(355,126)	(374,044)
Beginning Cash Fund Balance	616,472	663,805	700,807	920,297	828,863	473,737
Ending Cash Fund Balance	663,805	700,807	920,297	828,863	473,737	99,692
Estimated Encumbrances (outstanding at end of year)	0	0	0	0	0	0
Estimated Ending Unencumbered Fund Balance	663,805	700,807	920,297	828,863	473,737	99,692

CITY OF GROVE CITY TAX BUDGET

FUND NAME: GENERAL DEBT RETIREMENT FUND
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - DEBT SERVICE

EXHIBIT II

<u>DESCRIPTION</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>Current Yr Estimate 2020</u>	<u>Budget Yr Estimate 2021</u>
REVENUE						
Real Estate & Public Utility Tax	606,170	781,176	888,440	879,791	915,214	933,518
Tangible Personal Property	48,209	44,893	0	0	0	0
Assessments	113,178	92,969	102,963	102,579	110,000	110,000
Real Property Tax - Rollback	73,200	91,513	101,234	101,566	101,690	103,724
Rent	300,000	300,000	300,000	300,000	300,000	300,000
Charges for Services	0	0	0	569,285	521,700	521,700
Sale of Bonds	0	2,500	69,550	12,465,642	6,050,019	6,000,000
Sale of Notes	0	0	0	0	0	0
Operating Transfers	0	0	0	0	0	0
Operating Transfers - Income Tax	0	0	0	0	0	0
TOTAL REVENUE	1,140,756	1,313,051	1,462,187	14,418,863	7,998,623	7,968,942
EXPENDITURES						
Registrar/Agent Fees	0	0	0	0	0	0
Assessments	0	0	0	0	0	0
G.O. Note - Principal	0	0	0	6,000,000	6,000,000	6,000,000
G.O. Bond Principal	487,500	390,000	390,000	6,275,000	635,000	630,000
FCIB Principal	0	0	0	211,222	213,892	213,892
G.O. Note - Interest	0	0	0	0	0	0
G.O. Bond - Interest	690,599	531,075	625,952	677,235	764,170	614,596
FCIB Interest	0	0	0	24,537	21,870	21,867
OPWC - Principal	414,252	414,252	399,354	369,530	333,375	333,363
Other Debt Service	27,942	48,187	30,530	260,106	125,500	125,550
TOTAL EXPENDITURES	1,620,294	1,383,514	1,445,836	13,817,630	8,093,807	7,939,268
Revenues Over (Under) Expenditures	(479,537)	(70,463)	16,351	601,233	(95,184)	29,674
Beginning Cash Fund Balance	1,740,457	1,260,920	1,190,457	1,206,808	1,808,040	1,712,856
Ending Cash Fund Balance	1,260,920	1,190,457	1,206,808	1,808,040	1,712,856	1,742,530
Estimated Encumbrances (outstanding at end of year)	68,265	110,821	45,016	5,000	50,000	50,000
Estimated Ending Unencumbered Fund Balance	1,192,655	1,079,636	1,161,792	1,803,040	1,662,856	1,692,530

CITY OF GROVE CITY TAX BUDGET

EXHIBIT III

FUND	Estimated	2021	Available	2021 Expenditures & Encumbrances			Estimated
All Funds Not Listed on Exhibits I or II	Unencumbered	Estimated	For	Personal			Unencumbered
	Fund Balance	Receipt	Expenditure	Services	Other	Total	Fund Balance
	01/01						12/31
GOVERNMENTAL:							
SPECIAL REVENUE:							
Street	248,166	2,164,000	2,412,166	1,500,000	500,000	2,000,000	412,166
State Highway	23,510	176,133	199,643	0	150,000	150,000	49,643
General Recreation	55,588	1,264,000	1,319,588	1,000,000	300,000	1,300,000	19,588
Local \$5 License Fee	213,863	200,027	413,890	0	250,000	250,000	163,890
County License	177,307	99,789	277,097	0	200,000	200,000	77,097
Senior Nutrition	3,469	28,000	31,469	0	17,000	17,000	14,469
Drug Law Enforcement	135,246	20,000	155,246	0	22,000	22,000	133,246
Community Development	142,150	303,211	445,361	160,000	250,000	410,000	35,361
Community Environment	398,350	45,000	443,350	0	140,000	140,000	303,350
Law Enforcement Assistance	5,512	0	5,512	0	1,000	1,000	4,512
Enforcement and Education	12,922	1,000	13,922	0	10,000	10,000	3,922
Mayor's Court Computer	3,855	18,000	21,855	0	20,000	20,000	1,855
Big Splash	6,850	311,000	317,850	210,000	100,000	310,000	7,850
Parks Donation	5,331	1,000	6,331	0	0	2,500	3,831
Rockford TIF Fund	325,107	677,000	1,002,107	0	600,000	600,000	402,107
TOTAL SPECIAL REVENUE FUNDS	1,757,225	5,308,160	7,065,385	2,870,000	2,560,000	5,432,500	1,632,885
DEBT SERVICE FUNDS							
Buckeye Center TIF	2,300,776	3,200,000	5,500,776	0	3,300,000	3,300,000	2,200,776
Pinnacle TIF	11,551,819	3,960,000	15,511,819	0	5,300,000	5,300,000	10,211,819
SR 665 / I 71 TIF	2,899,298	525,000	3,424,298	0	3,000,000	3,000,000	424,298
Lumberyard TIF	30,954	335,500	366,454	0	335,000	335,000	31,454
TOTAL DEBT SERVICE FUNDS	16,782,847	8,020,500	24,803,347	0	11,935,000	11,935,000	12,868,347
CAPITAL PROJECT FUNDS							
Capital Improvements	12,454,159	3,500,000	15,954,159	0	6,500,000	6,500,000	9,454,159
Recreation Development	311,147	115,000	426,147	0	125,000	125,000	301,147
TOTAL CAPITAL PROJECTS	12,765,306	3,615,000	16,380,306	0	6,625,000	6,625,000	9,755,306

CITY OF GROVE CITY TAX BUDGET

EXHIBIT III

FUND All Funds Not Reported on Exhibits I or II	Estimated Unencumbered Fund Balance 01/01	Estimated Receipts 2021	Total Available For Expenditures	2021 Encumbrances and Expenditures			Estimated Unencumbered Fund Balance 12/31
				Personal Services	Other	Total	
PROPRIETARY:							
ENTERPRISE FUNDS							
Water	409,387	550,000	959,387	0	700,000	700,000	259,387
Sewer	687,582	850,000	1,537,582	520,000	750,000	1,270,000	267,582
TOTAL ENTERPRISE FUNDS	1,096,969	1,400,000	2,496,969	520,000	1,450,000	1,970,000	526,969
INTERNAL SERVICE FUNDS							
Workers Compensation Self Insured	365,015	250,000	615,015	0	275,000	275,000	340,015
TOTAL INTERNAL SERVICE FUNDS	365,015	250,000	615,015	0	275,000	275,000	340,015
FIDUCIARY:							
TRUST AND AGENCY FUNDS							
Depository Trust	3,436,456	2,000,000	5,436,456	0	2,000,000	2,000,000	3,436,456
Convention Bureau	22,116	300,211	322,327	0	280,000	280,000	42,327
Scioto Township JEDD	374,999	1,300,000	1,674,999	0	1,300,000	1,300,000	374,999
TOTAL TRUST AND AGENCY FUNDS	3,833,571	3,600,211	7,433,782	0	3,580,000	3,580,000	3,853,782
TOTAL FOR MEMORANDUM ONLY	36,600,933	22,193,871	58,794,804	3,390,000	26,425,000	29,817,500	28,977,304

STATEMENT OF PERMANENT IMPROVEMENTS

(Excludes Expenses to be Paid from Bond Issues)

DESCRIPTION	Estimated Cost of Permanent Improvement Equipment	Amount Budgeted 2021	Source Fund
Annual Street Maintenance	3,500,000	3,500,000	General Fund
Various Street Projects	250,000	250,000	General Fund
Various Parks & Recreation	250,000	250,000	General Fund
Various Signalization Projects	300,000	300,000	General Fund
Various Building Improvements	0	0	General Fund
	4,300,000	4,300,000	
Sanitary Sewer Rehabilitation Projects	200,000	200,000	Sanitary Sewer
	200,000	200,000	
Annual Waterline Replacement	200,000	200,000	Water
	200,000	200,000	
TOTAL	4,700,000	4,700,000	

(Section 5705.29, Revised Code)

DESCRIPTION OF JUDGEMENT	AMOUNT OF JUDGEMENT	SOURCE FUND
NO JUDGEMENTS	NONE	
TOTAL	N/A	

CITY OF GROVE CITY TAX BUDGET

EXHIBIT VI

PURPOSE OF BONDS AND NOTES	Authority for Levy Outside 10 Mill Limit	Date of Issue	Date Due	Ordinance/ Resolution	Serial or Term	Rate of Interest	Amounts of Bonds & Notes Outstanding as of 1/1/2021	Amount Required for Principal and Interest 2021	Source Fund to Pay Debt Payments
INSIDE 10 MILL LIMIT									
2012 G.O. Refunding Bonds		2012	2026	51-12	T	2.75	630,000	117,325	Debt Retirement
2015 Library Construction Bonds		2015	2044	22-15	S/T	1.5 - 4.0	12,450,000	807,525	Debt Retirement
2017 Fiber Optic Network Construction Bonds		2017	2032	38-17	T	2.42	4,155,000	315,551	Debt Retirement
2019 SR665 Construction and Refunding Bonds		2019	2036	26,27-19	S/T	2.0 - 5.0	7,455,000	573,318	Debt Retirement
2019 Beulah Park Construction Bonds		2019	2039	28-19	S	2.0 - 4.0	4,995,000	135,078	Debt Retirement
TOTAL							29,685,000	1,948,797	
OUTSIDE 10 MILL LIMIT:									
2016 Buckeye Center TIF Rev Bonds	ORC, Charter	2016	2031	66-16	T	2.265	11,080,000	1,155,962	Buckeye TIF
2016 Pinnacle TIF Rev Bonds	ORC, Charter	2016	2031	67-16	T	2.27	5,250,000	544,175	Pinnacle TIF
2015 Special Obligation NonTax Bonds	ORC, Charter	2015	2040	53-15	S/T	1.3 - 4.5	4,255,000	301,455	Lumberyard TIF
TOTAL							20,585,000	2,001,592	
OPWC LOANS:									
1999 Marsh Run Gravity		1999	2021			3	45,980	47,017	Sewer
2000 Hoover Road / Old Stringtown		2000	2021			0	18,640	18,640	Debt Retirement
2004 Hoover Road / Milligan Road		2004	2025			0	161,051	35,789	Debt Retirement
2005 Demorest Road / Big Run Road		2005	2026			0	149,329	27,151	Debt Retirement
2005 Stringtown Road		2005	2027			0	261,405	40,216	Debt Retirement
2008 Old Stringtown Road		2008	2029			0	288,156	33,901	Debt Retirement
2009 Grove City Road		2009	2034			0	218,400	15,600	Debt Retirement
2014 Holton / Hoover Intersection		2014	2038			0	132,351	7,353	Debt Retirement
2014 Stringtown Road Phase 2		2014	2040			0	1,847,992	92,400	Debt Retirement
2017 Gantz Road		2017	2038			0	601,714	33,429	Debt Retirement
TOTAL							3,725,018	351,496	
OWDA LOANS:									
1994 Columbus Street Reconstruction		2010	2030			3.89	1,424,147	173,269	Water
2009 Grove City Road		2011	2031			3.37	423,648	46,412	Water
TOTAL							1,847,795	219,681	
FCIB LOANS:									
2017 Fiber Optic Network Construction		2017	2027			1.26	1,574,886	235,759	Debt Retirement
2017 Stringtown Road Improvements		2017	2027			1.26	717,883	107,466	Water/Sewer
TOTAL							2,292,769	343,225	

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days
Current Expense: _____

No.: CR-25-20
1st Reading: 07/06/20
Public Notice: 0 / /20
2nd Reading: 0 / /20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

RESOLUTION CR-25-20

A RESOLUTION TO WAIVE THE PROVISIONS OF SECTION 139.05 OF THE CODIFIED ORDINANCES FOR THE CONSTRUCTION OF A RELIEF SANITARY SEWER PROJECT

WHEREAS, the City has identified a relief sanitary sewer project which would intercept flow from an existing 12" sanitary sewer in the vicinity of the alley north of Grant Avenue along Front Street and divert it north to the Southwest Boulevard sub-trunk sewer during wet weather conditions; and

WHEREAS, the improvement would free up capacity in the downstream sewers (within the Town Center and along Columbus Street) to better serve as an outfall for the neighborhood/local sanitary sewers by optimizing and balancing wet weather flows within the area sewers; and

WHEREAS, the City has budgeted funds available to pay for this improvement; and

WHEREAS, it is in the best interest of the City to waive the bidding procedures of Section 139.05 for this project, as the City is able to obtain a competitive price by utilizing the contractor that is currently working on the Beulah site.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The provisions of Section 139.05 of the Codified Ordinances are hereby waived for the construction of a relief sanitary sewer project and it is in the best interests of the City.

SECTION 2. The resolution shall take effect at the earliest opportunity allowed by law.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this
resolution is correct as to form.

Stephen J. Smith, Director of Law