



GROVE CITY, OHIO - CITY COUNCIL Agenda

May 19, 2025

7:00 PM

Call to Order	Roll Call	Approval of Minutes	Welcome & Reading of Agenda
<u>Presentation</u>	Forge Biologic Recognition; Meredith Wickham - Library Report		

LANDS:

<u>Ordinance C-18-25</u>	Approve the Use for an indoor kids play facility for Kidz Dig It LLC located at 3454 Grant Avenue. First reading.
<u>Resolution CR-19-25</u>	Approve a Certificate of Appropriateness for the demolition of nine structures for Broadway Live located on Broadway and Columbus Streets in the Historical Preservation Area.

SAFETY:

<u>Resolution CR-20-25</u>	Continue the Designated Outdoor Refreshment Area upon the regulations set forth in Exhibit A.
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FINANCE:

<u>Ordinance C-19-25</u>	Amend Chapter 192.021 of the Codified Ordinances titled Imposition of Tax pursuant to Ohio R.C. 5739.09. First reading.
<u>Ordinance C-20-25</u>	Authorize the City Administrator to enter into an agreement with the Grove City Area Convention and Visitors Bureau dba Visit Grove City. First reading.

Call for New Business	Call for Dept. Reports & Closing Comments	Adjourn
<u>ON FILE</u>	Minutes of: 05/05 Council; 05/06 Plan. Comm.	

Date: 05/13/25
Introduced By: Ms. Burroughs
Committee: Lands
Originated By: Plan. Comm.
Approved:
Emergency: 30 Days:
Current Expense:

No.: C-18-25
1st Reading: 05/19/25
Public Notice: 05/20/25
2nd Reading: 07/07/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-18-25

AN ORDINANCE TO APPROVE THE USE FOR AN INDOOR KIDS PLAY FACILITY FOR KIDZ DIG IT LLC LOCATED AT 3454 GRANT AVENUE

WHEREAS, Kidz Dig It LLC, applicant, has submitted a request for the allowable Use of an indoor kids play facility, as provided for in Section 1135.09; and

WHEREAS, on May 06, 2025, the Planning Commission of the City of Grove City recommended the approval of this Use at this location, as submitted.

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

SECTION 1. The Use of an Indoor Kids Play Facility for Kidz Dig It LLC, located at 3454 Grant Avenue, is hereby approved, as submitted.

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

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

Date: 05-13-25
Introduced By: Ms. Burroughs
Committee: Lands
Originated By: Plan. Comm.
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: CR-19-25
1st Reading: 05/19/25
Public Notice:
2nd Reading:
Passed: _____ Rejected:
Codified: _____ Code No:
Passage Publication:

RESOLUTION NO. CR-19-25

A RESOLUTION TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR THE DEMOLITION OF NINE STRUCTURES FOR BROADWAY LIVE LOCATED ON BROADWAY AND COLUMBUS STREETS IN THE HISTORICAL PRESERVATION AREA

WHEREAS, Section 1138.05 (a) of the Codified Ordinances states that a Certificate of Appropriateness is required from the Planning Commission prior to any new construction, remodeling, reconstruction or demolition, unless otherwise provided in subsection (c) hereof; and

WHEREAS, on May 06, 2025, the Planning Commission recommended approval of the Certificate of Appropriateness request for the demolition of nine structures for Broadway Live on Broadway and Columbus Streets, with the following stipulation:

1. Future discussions and coordination will be needed between the City and the applicant regarding the City's potential interest in the relocation of the structure at 3306 Columbus Street.

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 Certificate of Appropriateness for the demolition of nine structures for Broadway Live located on Broadway and Columbus Streets, contingent upon the stipulation set by Planning Commission.

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

Date: 05-13-25
Introduced By: Ms. Anderson
Committee: Safety
Originated By: City Clerk
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: CR-20-25
1st Reading: 05/19/25
Public Notice:
2nd Reading:
Passed: _____ Rejected:
Codified: _____ Code No:
Passage Publication:

RESOLUTION CR-20-25

A RESOLUTION TO CONTINUE THE DESIGNATED OUTDOOR REFRESHMENT AREA UPON THE REGULATIONS SET FORTH IN EXHIBIT A

WHEREAS, on May 20, 2019 this Council enacted Ordinance C-17-19 which established a Designated Outdoor Refreshment Area for the Grove City Town Center; and

WHEREAS, Ordinance C-17-19 required a one-year review of the DORA by City Council; and

WHEREAS, Ordinance C-16-20 continued the DORA; and

WHEREAS, Ordinance C-46-21 expanded the DORA area; and

WHEREAS, Ordinance C-39-22 amended the regulations for the DORA; and

WHEREAS, per Ohio Revised Code Section 4301.82(I)(2), five (5) years after the date of creation of an outdoor refreshment area and every five years thereafter, the legislative authority of the municipal corporation shall review the operation of the area and shall either approve the continued operation of the area or dissolve the area; and

WHEREAS, City Council wishes to continue the DORA under the regulations, as amended.

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

SECTION 1. City Council hereby authorizes the continuance of the Designated Outdoor Refreshment Area for the Grove City Town Center upon the regulations set forth in Exhibit "A" attached hereto and made a part hereof.

SECTION 2. This ordinance 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

C-17-19

APPLICATION TO THE GROVE CITY COUNCIL

for the establishment of a

GROVE CITY TOWN CENTER DESIGNATED OUTDOOR REFRESHMENT AREA



O.R.C. 4301.82

The Office of the Mayor of Grove City, Ohio respectfully submits the following application to the Grove City Council to approve and enact the Grove City Town Center Designated Outdoor Refreshment Area, in accordance with O.R.C. 4301.82

Submitted: _____

Richard L. Stage, Mayor

I. INTRODUCTION AND SUBMITTAL OF APPLICATION

Section 4301.82 of the Ohio Revised Code (O.R.C.) authorizes municipalities to create Designated Outdoor Refreshment Areas ("DORA"). To begin the process of creating a DORA, the municipality's Executive Officer may submit an application to City Council which meets certain statutory requirements. The application must be advertised for two consecutive weeks in a newspaper of general circulation within 45 days of the application submission to City Council. Not earlier than 30 days, but not later than 60 days, after the initial publication of the notice, City Council may approve, disapprove or modify the application.

In September 2018, the Heart of Grove City organization submitted a request that the City Council adopt legislation to create a DORA in the Grove City Town Center. Members of the Heart of Grove City organization met with Council Members and the Administration to discuss the desirability of such a project as well as the requirements for establishing a DORA.

The creation of a DORA is meant to serve as an economic tool to attract patrons to the Grove City Town Center and highlight the area as a destination for dining and entertainment. The purpose of this application is to request that City Council create and approve a Designated Outdoor Refreshment Area (DORA) in Grove City.

Section 1. Map of Proposed DORA, not exceeding 150 contiguous acres

Please refer to **Exhibit A** attached. In accordance with O.R.C. 4301.82 (B)(1), Exhibit A includes a map of the proposed DORA that does not exceed 150 acres in size. The proposed area is 15.81 acres in size. (amended by C-46-21)

Section 2. Nature and Types of Establishments located within the DORA

Please refer to **Exhibit B** attached. In accordance with O.R.C. 4301.82 (B)(2), Exhibit B lists the names and types of establishments located within the DORA.

Section 3. List of Qualified Permit Holders

Please refer to **Exhibit C** attached. In accordance with O.R.C. 4301.82 (B)(3), Exhibit C outlines the establishments within the DORA that currently have a D liquor permit which is the necessary permit required to participate in a DORA. The DORA will include not fewer than four (4) qualified permit holders. Grove City identified nine (9) qualified permit holders located in the DORA.

Section 4. Evidence that Use of Land within the DORA are in accord with Grove City's Comprehensive Plan

Please refer to **Exhibit D** attached. In accordance with O.R.C. 4301.82 (B)(4), Exhibit D shows a map of Grove City's zoning for the DORA that shows the uses of land within the DORA.

Section 5. Proposed Requirements for Ensuring Public Health and Safety within the DORA

In accordance with O.R.C. 4301.82(B)(5), the proposed requirements for ensuring public health and safety are included below. The Grove City Public Service Department will be responsible for maintaining the appearance and public health within the DORA.

Required Cups:

Those liquor permit establishments within the DORA selling alcohol that can be carried outside its permit area must provide special cups marked with the name of the establishment. The city will establish rules for the types and cost of cups. Cups shall be made of clear plastic that can be recycled (amended by C-39-22).

Law Enforcement Duties:

The Grove City Division of Police will be responsible for providing law enforcement services within the DORA. The city is divided into four (4) patrol districts with at least one officer assigned to each district. The DORA is in District 1 and the officers assigned to the district will have primary responsibility for providing services within the DORA.

The on-duty supervisor shall ensure that appropriate attention is provided to the DORA during the hours of operation. In the event a larger than normal number of people are in the DORA, the on-duty supervisor may assign additional officers, and/or assign an officer to specifically patrol the DORA. The use of foot patrol, bicycle patrol as well as the special operation bureau will be considered as alternate methods of patrolling in the DORA.

For special events in the DORA drawing large attendance, additional officers, other agency personnel and/or private security may be required as determined by the Safety Director.

Fire/EMS Responsibilities:

Jackson Township Fire Department will be responsible for providing Fire, Rescue and EMS within the DORA.

- Donald F. Miller Station 201 is located approximately 0.7 miles away from the closest boundary and one (1) mile from the farthest boundary. The estimated response time would be between one (1) and three (3) minutes to any area within the DORA.

For planned events in the DORA drawing large attendance, the Fire Chief may stage personnel and/or equipment in a location within or near the DORA to allow for an immediate response.

Sanitation:

Please refer to **Exhibit E** attached. Grove City has staff specifically allocated to the Town Center area to ensure the area remains clean. Grove City will install 12 additional refuse and recycling containers.

Signage:

Please refer to **Exhibit F** attached. Grove City will install 22 DORA signs as indicated, nine (9) on existing signposts and 13 on newly placed signposts. Portable signs may be used as needed.

Special Events:

Grove City is home to numerous events and festivals throughout the year including, but not limited to, Alumni Weekend, Wine and Arts Festival, Bourbon Festival, and other Heart of Grove City Events. (amended by C-39-22)

Grove City may require event organizers pay for special duty officers, private security or overtime for public service or safety personnel if necessary to ensure adequate health and public safety requirements are maintained at the event holders expense.

Outdoor Dining and/or Events on Property within the DORA:

Permit holders that sell alcoholic beverages as part of providing an outdoor dining area in Grove City's right of way (adjacent to the establishment), must obtain a right of way permit (or encroachment agreement) and meet the requirements of the Codified Ordinances for right of way use, the DORA, and the City's Outdoor Seating policy in the Town Center (Chapter 907.) The permit holder may not sell alcoholic beverages outside their liquor permit area. These policies will require the qualifying permit holder to submit sanitation and signage plans and a physical layout of the tables, chairs, and other facilities. Additionally, the permit review will ensure there are adequate pedestrian passageways and ingress/egress for emergency services is adequate. Failure to comply with the requirements of the permit can result in revocation.

Restaurants without a liquor permit and any other establishment within the DORA may allow patrons with DORA cups to enter their establishment if permitted by the owner.

Section 6. Designated Hours of Operation

The hours of operation of the DORA will be Monday thru Sunday from 2:00 p.m. to Midnight (amended by C-16-20; C-39-22). The days which the following events occur are specifically excluded:

Boo Off Broadway/Beggars Night
Christmas Celebration
(amended by C-39-22)

Circumstances or situations determined by the Safety Director to be in the best interest of the community in maintaining public safety.

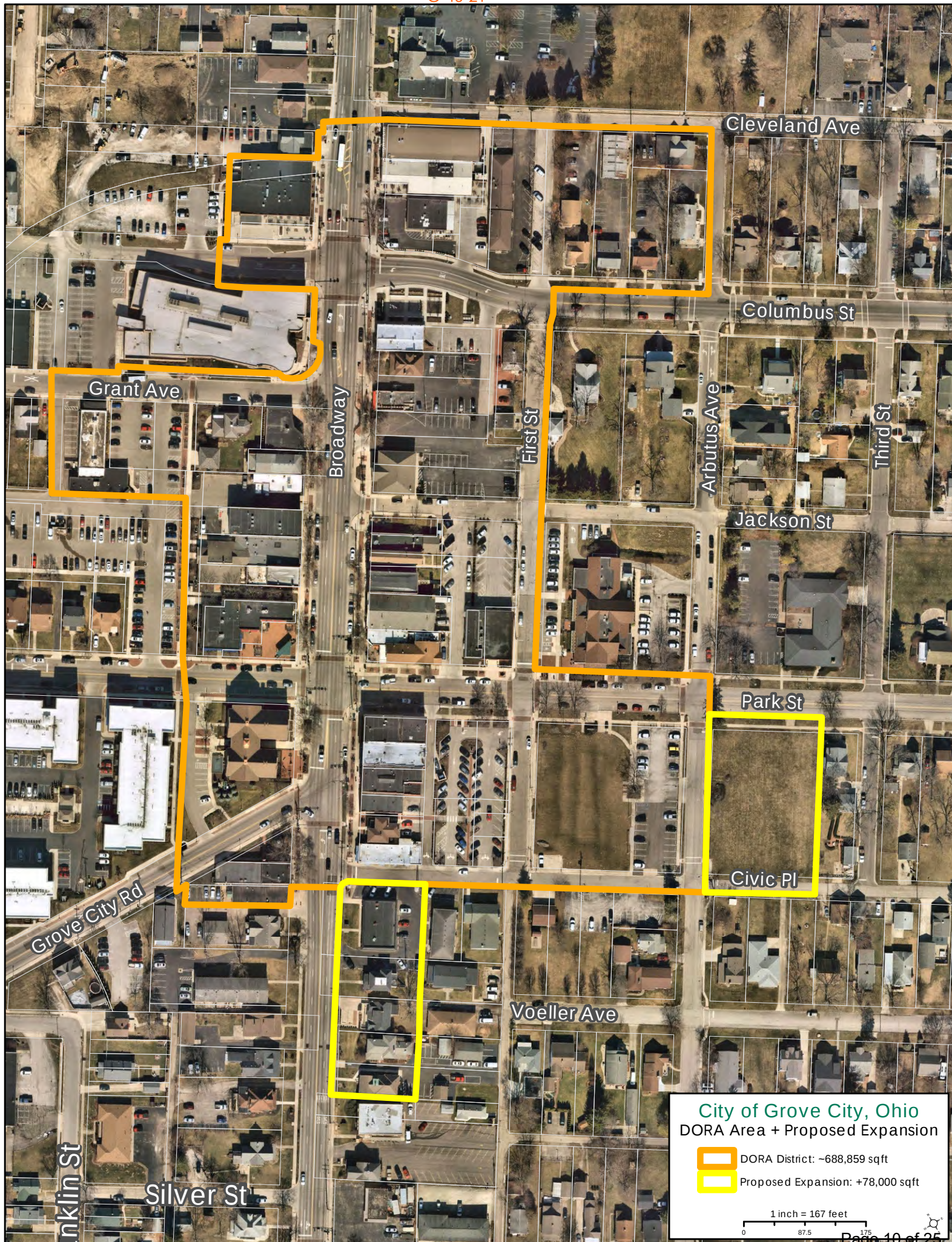


Exhibit B

3975	Arbutus Avenue, Suite A	Sonic Lounge Recording Studios
3937	Broadway	Hair Gallery and Day Spa
3937	Broadway Ste D	The Honey House
3937	Broadway Unit A-1	Vacant
3937	Broadway, Suite B	Country Hearth Primitives
3940	Broadway	Zassy's Tap Room and Home Décor
3946	Broadway	Grove City Brewing Company
3946	Broadway	Plum Run Winery
3952	Broadway	Kitty's Kottage
3952	Broadway	The Farm Table on 62
3968	Broadway	Vacant
3971	Broadway	Personal Expressions, LLC
3974	Broadway	White's Barber Shop
3980	Broadway	Roach Enterprises
3981	Broadway	Little Theatre Off Broadway
3984	Broadway	Tammy's Pizza of Grove City
3985	Broadway	Michael's Hibachi
3989	Broadway	Certify, Inc.
3989	Broadway	Cultivate
3989	Broadway	KatBro Marketing
3989	Broadway	Keller Williams
3989	Broadway	Rampart Websites and Mobile Apps
3989	Broadway	Sensus
3989	Broadway	Tammel Homecare Solutions
3989	Broadway	The Garden Bar
3989	Broadway	ViaForge
3989	Broadway Ste 275	Healthcare Revenue Services & Consulting
3995	Broadway	Grove City Visitors Center
3995	Broadway	Quick Square Consulting, LLC
3998	Broadway	Parkers Tavern
3999	Broadway	Shepherd Insurance Partners Inc
3999	Broadway, Suite A	Vacant
3999	Broadway, Suite B	Jeans Tax Service
4007	Broadway	Edward Jones Investments / Jeff Danziger, AAMS
4008	Broadway	Lilly's Kitchen Table
4009	Broadway	Capital City Cakes & Sweet Treats
4011	Broadway	Coldwell Banker King Thompson
4014	Broadway	Sharp's Grove City Auction Gallery

Exhibit B (continued)

4018	Broadway	Grove City Barber Shop
4022	Broadway	Plank's on Broadway
4026	Broadway	Marks Sports Cards Plus
4030	Broadway	Bowshier, Davitz & Rieser LLC
4030	Broadway	S.J. Parkway Properties, Inc.
4030	Broadway, Suite 100	Steve J. Edwards, Attorney at Law
4030	Broadway, Suite 300	Peters, Laura, Attorney at Law, LLC
4032	Broadway - 2nd Floor	Rise Yoga Ohio
4034	Broadway	Grandstand Pizza
4038	Broadway	Sommer House Gallery, Inc.
4002	Broadway	Never Grow Up Boutique
4050	Broadway	Transcend Coffee + Roastery
4056	Broadway	Broadway Cleaners LLC
4057	Broadway	Hop Yard 62
4063	Broadway	Total Platinum Salon
4063	Broadway, Suite B	A Classic Touch, Inc.
3323	Cleveland Avenue	Daystarz Childcare Center
3306	Columbus St	Board & Brush Grove City
3343	Columbus Street	The Hair Shoppe
3425	Grant Ave., Suite B	Novocain Lounge (pending)
3425	Grant Avenue, Suite A	John J. Dubos, D.D.S.
3449	Grove City Road	Heritage Cycles
3391	Park Street	Scruffy to Fluffy
3378	Park Street, Suite B	Southwest Franklin County Historical Society
3378	Park Street, Suite C	Grove City Town Center Inc.
3378	Park Street, Suite D	The Franklin County Genealogical & Historical Society
3378	Park Street, Suite E	Grove City Arts Council

Exhibit C

Business Name	DBA	Business Address	Permit Types	Permit #
MJG Design Co. LLC	Board and Brush	3306 Columbus St.	D1, D2	60699020010
Parkers Tavern LLC	Parkers Tavern	3998 Broadway	D5, D6	6713399
Planks Garden Inc.	Planks on Broadway	4022 Broadway	D5	69562980005
Kevin S. Bradley	Grandstand Pizza Shop	4034 Broadway	D1	0904575
Grey Beard LLC	Hop Yard 62	4057 Broadway	D1, D2, D3	3374329
Michael Cui, Inc.	Michaels Hibachi	3985 Broadway	D1	5903470
Local Cantina Grove City LLC	Local Cantina	3937 Broadway	D1, D2, D3	5253979
Zassy Taproom LLC	Zassy's Tap Room	3940 Broadway	D1, D3	9896574
Plum Run Vineyard LLC	Plum Run Winery	3946 Broadway	A1A, A1C, A2, B2A, D6, S	6970215
Novocain Lounge	Novocain Lounge	3425 Grant Ave	Pending	Pending

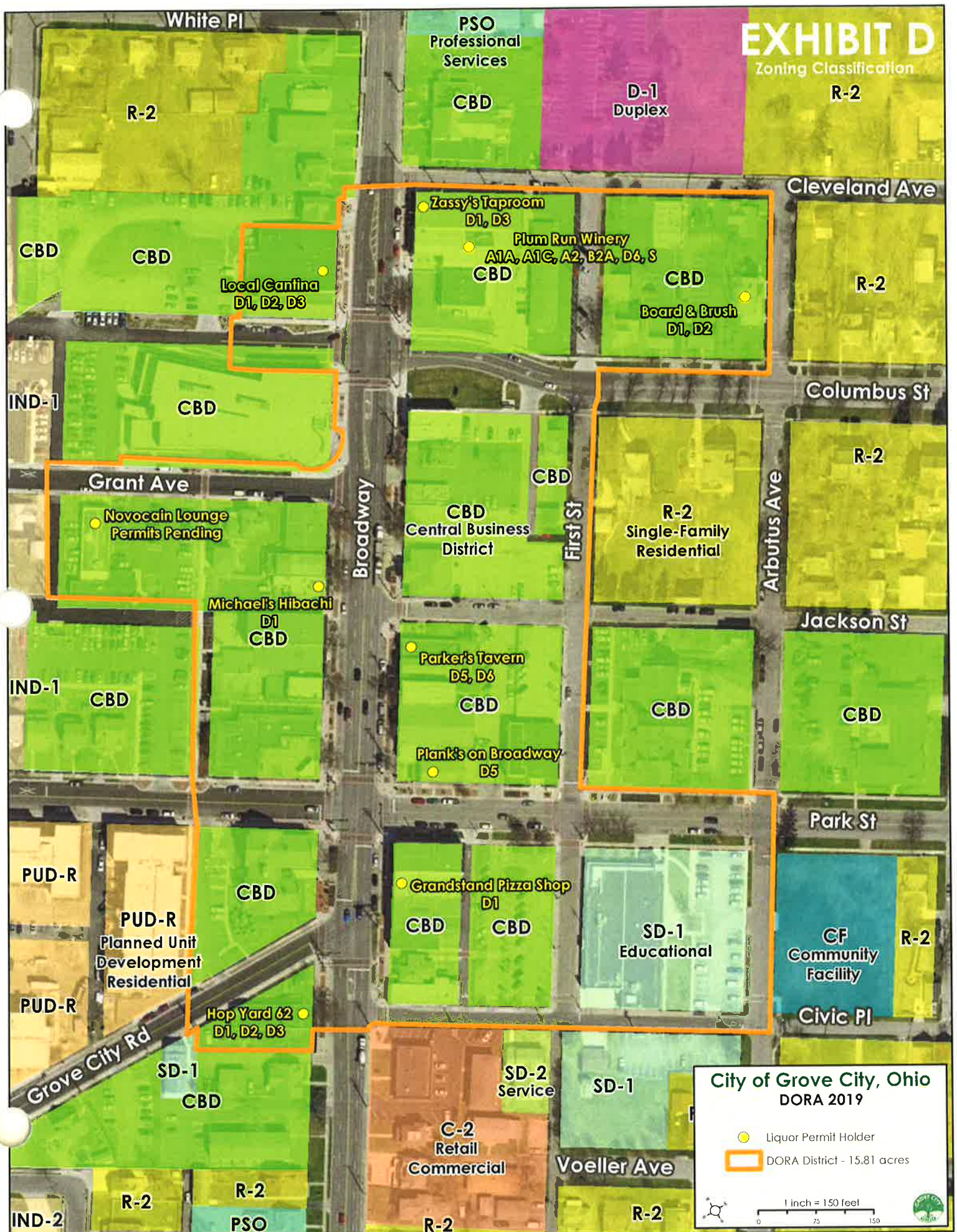


EXHIBIT E

Refuse Container
Locations

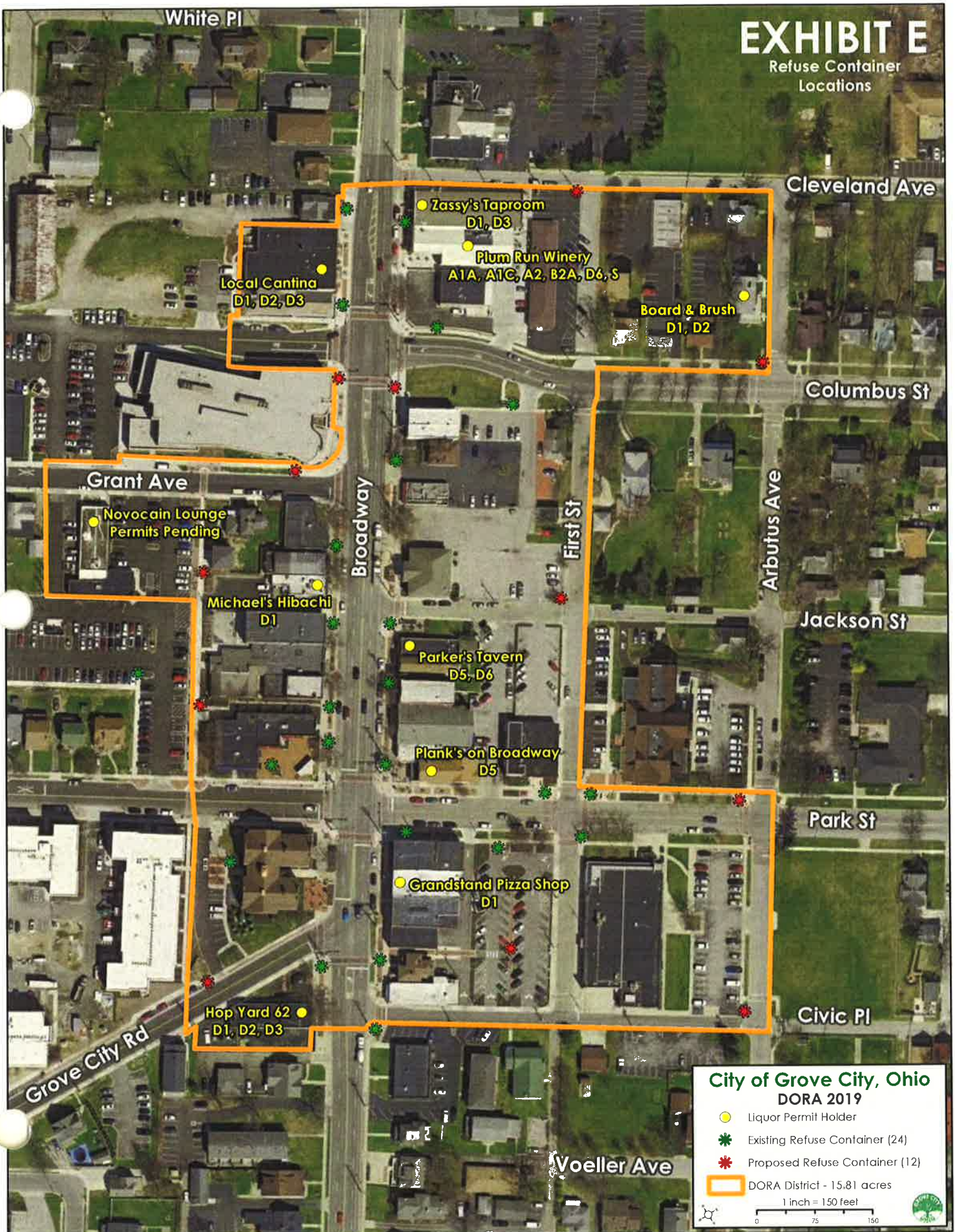


EXHIBIT F

Boundary Signage



City of Grove City, Ohio
DORA 2019

- Liquor Permit Holder
- Existing Signpost (9)
- Proposed Signpost (13)
- DORA District - 15.81 acres

1 inch = 150 feet

Date: 05/13/25
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days:
Current Expense:

No.: c-19-25
1st Reading: 05/19/25
Public Notice: 05/20/25
2nd Reading: 06/02/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-19-25

AN ORDINANCE TO AMEND CHAPTER 192.021 OF THE CODIFIED ORDINANCES TITLED IMPOSITION OF TAX PURSUANT TO OHIO R.C. 5739.09

WHEREAS, a review of Chapter 192 of the Codified Ordinances has been conducted; and

WHEREAS, this ordinance improves the reporting requirements of the convention and visitors bureaus who receive funds.

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

SECTION 1. Section 192.021 is hereby amended as follows:

192.021 IMPOSITION OF TAX PURSUANT TO OHIO R.C. 5739.09

- (c) Convention and visitors bureaus which receives funds pursuant to this section shall, within one hundred and ~~twenty~~ **fifty** (~~120~~**150**) days after the end of their fiscal year, provide to the Finance Director of the City financial statements of the organization for such fiscal year, ~~prepared in accordance with generally accepted accounting principles, consistently applied, with a compilation report~~ **as prepared by a certified public accountant or federal tax form 990 as filed with the Internal Revenue Service.**

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

Christine 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

Date: 05/13/25
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Boso
Approved:
Emergency: 30 Days:
Current Expense:

No.: C-20-25
1st Reading: 05/19/25
Public Notice: 05/20/25
2nd Reading: 06/02/25
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-20-25

AN ORDINANCE TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE GROVE CITY AREA CONVENTION AND VISITORS BUREAU DBA VISIT GROVE CITY

WHEREAS, one-half of the revenue collected by the three-percent transient occupancy tax levied, pursuant to Ohio Revised Code Section 5739.08(B) and Section 192.021 of the Grove City Codified Ordinances, is deposited into a separate fund to solely make contributions to convention and visitors bureaus operating within the County in which the City is located; and

WHEREAS, the purpose of Section 192.021 of the Grove City Codified Ordinances is to provide funds to convention and visitors bureaus operating in the County in which the City of Grove City is located for the promotion and publicizing of the City of Grove City as a desirable location for conventions, trade shows and similar events to encourage the patronage and businesses of cultural, educational, religious, professional, sports and other activities to utilize the City of Grove City; and

WHEREAS, Grove City Area Convention & Visitors Bureau dba Visit Grove City is a convention and visitors bureau that operates in Franklin County and the City; and

WHEREAS, the parties hereby wish to enter into an agreement to provide for the administration and allocation of the funding; and

WHEREAS, because the agreement exceeds twelve (12) months, it must be approved by Ordinance.

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

SECTION 1. This Council hereby authorizes the City Administrator to enter into an agreement with the Grove City Area Convention and Visitors Bureau dba Visit Grove City as set forth in Exhibit A.

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

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

Exhibit "A"

**2025 AGREEMENT BETWEEN THE CITY OF GROVE CITY AND THE
GROVE CITY AREA CONVENTION AND VISITORS' BUREAU
D/B/A VISIT GROVE CITY**

This Agreement is between the City of Grove City, Ohio (hereinafter referred to as the "City") an Ohio Municipal Corporation, and the Grove City Area Convention & Visitors Bureau d/b/a Visit Grove City (hereinafter referred to as the "CVB") an Ohio Corporation for Non-Profit. The City and CVB may be referred to individually herein as a Party or collectively as the Parties.

WHEREAS, as authorized by Ohio Revised Code, Chapter 192 levies two separate transient occupancy taxes of three percent (3%) each on transactions by which lodging is provided to transient guests; and

WHEREAS, as required by Ohio Revised Code, one-half of the revenue collected by the three-percent transient occupancy tax levied pursuant to R.C. 5739.08(B) and Section 192.021 of the Grove City Codified Ordinances is deposited into a separate fund to solely make contributions to convention and visitors' bureaus operating within the county in which the City is located; and

WHEREAS, the purpose of Section 192.021 of the Grove City Codified Ordinances is to provide funds to convention and visitors bureaus operating in the county in which the City of Grove City is located for the promotion and publicizing of the City of Grove City as a desirable location for conventions, trade shows and similar events to encourage the patronage and businesses of cultural, educational, religious, professional, sports and other activities to utilize the City of Grove City; and

WHEREAS, Grove City Area Convention & Visitors Bureau d/b/a Visit Grove City is a convention and visitors' bureau that operates in Franklin County and the City; and

WHEREAS, R.C. 5739.08(B) authorizes the City to "establish all regulations necessary to provide for the administration and allocation of the tax;"

NOW, THEREFORE, the parties hereby wish to enter into an agreement to provide for the administration and allocation of the tax upon the following terms and conditions:

SECTION I -TERM

This Agreement shall be for a period of Thirteen (13) months, beginning January 1, 2025, and extending up to and including January 31, 2026. It shall replace/supersede all previous agreements dated prior to the execution of this agreement.

During the term of this Agreement and as part of the City's annual budget cycle, City Council shall allocate 2026 funding amounts. The Parties agree to enter into a new Agreement for 2026 funding.

SECTION II - CVB OBLIGATIONS

The CVB shall be solely responsible for the following:

- Establish, staff, manage, and maintain a destination marketing organization designed to attract visitors to Grove City via products, events and promotions.
- Work in accordance with its mission statement: “We put Grove City on the map as a welcoming and creative place to visit, work and live through marketing and experience development to encourage visitor spending within the city.” This work shall include, but shall not be limited to, the following:
 - The promotion of conventions, meetings, conferences, events, and tourism within the City; and
 - The provision of advice, direction, and assistance to people desiring to visit or hold conventions, meetings, conferences and events in the City; and
 - The promotion of commercial, historical, cultural, and natural resources, including but not limited to the City's Town Center area, for tourism; and
 - The preparation, compilation, printing, broadcasting, publishing, distribution and dissemination of information and data of all kinds which may be useful in furthering the mission of the CVB; and
 - The duties and responsibilities outlined in the Scope of Services attached hereto and referenced herein.
- The CVB shall create, implement and evaluate a Business Plan formatted on the outline below with specific measurable goals. Representatives from the CVB will present the plan to Grove City Council by the end of the first quarter of the calendar year at a Regular Council meeting. In addition, CVB staff will provide updates on the Business Plan at subsequent quarterly meetings throughout the year.
 - The overall CVB Business Plan will include, but is not limited to, the following components: operations and finance, sales and marketing, and public relations. The parties agree that if the CVB is unable to perform any portion of the Scope of Services identified below due to circumstances beyond their control, the CVB shall be exempt from that provision

Operations & Finance

- Employ a professional team to coordinate the business of the CVB;
- Establish and implement revenue and performance goals and measurements, as well as performance reviews; and

- Maintain office space and visitors' center for the CVB with regular published business hours.

Sales & Marketing

- Develop a sales, marketing and services plan that encourages economic impact to Grove City through visits. The sales and marketing plan should target the following visitor-oriented markets:
 - Sporting events and tournaments in collaboration with the Grove City Parks and Recreation Department;
 - Conferences and meetings;
 - Group tours and leisure; and
 - Event promotion.
- The sales and marketing plan should, at minimum, include and/or address the following:
 - Build a strategy to track room nights to create a benchmark for growing stays;
 - Initiatives that place an emphasis on attracting visitors to the Grove City Town Center area for signature events and attractions; and
 - Advertising, marketing and communication vehicles that are compelling and assist in driving visitation. These vehicles include, but are not limited to:
 - Website (www.visitgrovecity.com)
 - Social media
 - Visitors Guide
 - Market-specific sales materials
 - Event promotional materials
- Continue to build on existing partnerships and identify new relationships, building marketing and tourism development opportunities with local businesses and community stakeholders.
- Develop a 2025 Marketing and Information Hotel Partnership plan to include:

- Hosting monthly/quarterly meetings to discuss coming events, especially Columbus/Berliner events with input/ideas from the owners/operators of the 18 Hotels and a City business representative; and
- Ensuring all Hotels have sufficient supply of the VCB and city collateral material they need/request.
- Maintain relationship with the Greater Columbus Sports Commission to anticipate area events that may benefit Grove City (such as Berliner), discover potential tournaments in need of space, and collaborate when possible.
- Actively pursue a relationship with Central Ohio sports teams, for example the Fortress in Obetz. Explore opportunities to leverage Grove City lodging in conjunction with event tickets via packaging and hotel listings when possible. Connect with new companies coming into the area, such as Anduril Drone Company, to offer assistance booking room blocks, welcoming their guests to Grove City.
- Continue to leverage partnership with Experience Columbus by answering leads shared, regularly communicating with their team, ensuring staff and community have access to the Experience Columbus Insiders class via CVB scholarship, and more.

Public Relations & Communications

- Create awareness about Grove City and its events by continuing to implement a strategic and dynamic public relations plan; and
- Provide consistent two-way communication with stakeholders.

SECTION III - CITY OBLIGATIONS

For the services identified herein and in the attached Scope of Services, the City agrees to pay Four Hundred and Sixty-Eight Thousand Dollars (\$468,000) of the collected lodging tax to the CVB. Said payment shall be remitted monthly to the CVB within ten business days of the second month following collection. The City will not be responsible for making up any shortage if receipts from the lodging tax are less than anticipated or budgeted. If the receipts of the lodging tax exceed the budgeted amount, City Council shall appropriate the excess amounts as set forth in Chapter 192 of the Grove City Codified Ordinances.

In the event that the CVB fails to meet its reporting obligation as set forth in Section V below, the City may withhold the monthly remittance.

SECTION IV - BOARD OF TRUSTEES

The CVB agrees to include on its Board of Trustees Two (2) voting City representatives: the Economic Development Manager and One (1) member of Grove City Council. The remaining members of the Board shall be appointed according to the Bylaws and/or Code of Regulations adopted by the Board of Trustees of the CVB. Each Board of Trustees' expiring term will be posted for applications on both the CVB website and social channels.

SECTION V - PURPOSE AND REPORTS

The CVB agrees that Four Hundred and Sixty-Eight Thousand Dollars and Zero Cents (\$468,000.00) of the lodging tax collected by the City will be distributed to the CVB for its operations and work and shall be spent solely for the purpose authorized in Chapter 192 of the Grove City Codified Ordinances. The CVB further agrees to be solely responsible for any deficit relative to operations of the CVB. The City will not be responsible for making up any shortage if receipts from the lodging tax are less than anticipated or budgeted. In the event that the receipts of the lodging tax exceed the budgeted amount, City Council shall appropriate the excess amounts as set forth in Chapter 192 of the Grove City Codified Ordinances.

The CVB shall:

- Follow all requirements in the Grove City Codified Ordinance including, but not limited to, the following:
 - Within one hundred and fifty (150) days after the end of their fiscal year, provide to the Finance Director of the City financial statements of the organization for such fiscal year, as prepared by a certified public accountant or federal tax form 990 as filed with the Internal Revenue Service. Section 192.021(C).
- CVB staff will provide updates on the Business Plan at quarterly meetings throughout the year.

The report shall include:

- Updates on goals set forth in the business/strategic plan; and
- Updates on rooms booked via the Ripe booking tool hosted on the CVB website.
- Continue to fulfill state requirements for audits and tax reporting. The City and the State of Ohio have the right to examine and audit all such records at any time upon reasonable notice.

SECTION VI - INDEMNITY AND HOLD HARMLESS

The CVB shall indemnify and save harmless the City against all liabilities, suits, obligations, fines, charges and expenses on behalf of any person, business or other entity, that may be imposed upon or incurred by or asserted against the City because of any activity by the CVB.

SECTION VII - AGREEMENT TERMINATION

Either party to this Agreement may terminate this Agreement, without penalty, same upon the giving of one hundred and eighty (180) days written notice thereof to the other party. In the event of termination, the CVB shall be responsible for any and all obligations or encumbrances incurred by the CVB as of the date of notice of termination and for any additional expenses that are incurred as a direct result of the winding down of operations (collectively referred to as "outstanding expenses"). To the extent that the CVB has exhausted any and all monies and is unable to cover the payments of its outstanding expenses, the City shall be responsible for any remaining expenses in an amount not to exceed the prorated share of the City's total receipts of lodging tax for the remainder of the current calendar year.

SECTION VIII - MISCELLANEOUS PROVISIONS

This Agreement constitutes all promises, conditions, inducements and understandings between the City and the CVB.

Neither Party hereto shall have the right to assign this Agreement without the written consent of the other Party, except as provided herein. This Agreement shall be binding upon the successors and assigns of the Parties hereto.

This Agreement shall constitute the entire agreement between the Parties hereto, and no modification thereof shall be effective unless made by supplemental agreement in writing executed by the Parties. Any modification requires at least sixty (60) days notice, unless waived in writing by both Parties.

No waiver of any breach shall affect or alter this Agreement but each and every covenant, agreement, term and condition of this Agreement shall continue in full force and effect.

The failure of the City or CVB to seek redress for any breach or default of this Agreement shall not constitute a waiver and the City or CVB shall have all remedies provided herein and at law or in equity with respect to any such act or subsequent act constituting such breach or default.

In the event any term or provision of this Agreement shall for any reason be held invalid, illegal or unenforceable, such invalidity, illegality or unenforceability shall not affect any other term or provision herein.

This Agreement is made pursuant to, shall be governed by, and shall be construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be executed on this the ____ day of _____ 2025.

City of Grove City

Grove City Area Convention & Visitors Bureau
d/b/a Visit Grove City ("CVB")

Charles W. Boso, Jr.
City Administrator

Amanda Davis
Executive Director

Bev Babbert
Board President

Approved as to form:

Stephen J. Smith, Law Director

CERTIFICATION OF FUNDS

I hereby certify funds required to meet the City's obligation, payment, or expenditure under this Agreement have been lawfully appropriated or authorized for such purpose and are free from any obligation now outstanding.

Michael Turner, Director of Finance

Date