



**MINUTES SPECIAL MEETING
REYNOLDSBURG CITY COUNCIL
December 5, 2022**

Council President Leanora Jenkins called the meeting to order at 6:33 PM

Invocation - Councilmember Barth Cotner

PRESENT: Cotner, Baker, Bryant, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

Approval of Agenda

In Section 13 Consent Agenda for Second Reading, Item 2 needs to be removed. Are there any other changes to the agenda? Seeing none, the agenda is approved as submitted.

Approval of Minutes

a. City Council – Regular Meeting – November 28, 2022

The regular meeting minutes of November 28, 2022 were approved as submitted.

RESULT:	ACCEPTED
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Community Comments

JoLynn Gates

7098 E Main Street

Ms. Gates explained that she attended Council to discuss and oppose the Tobacco Retail License. She stated that when Council first discussed the license the fee mentioned was only \$300 but not the fee would be \$500 if passed. She explained that she does not understand why the fee is so high considering Columbus has a fee of \$250 and they are only raising theirs to \$350. Ms. Gates also stated that she is concerned about the minimum distance between businesses because her two businesses are located across the street from each other, she hopes they will be grandfathered in since they are already established businesses. She stated that her business has been scanning IDs for years so they have already been taking the extra step to check the authenticity of IDs. She also expressed concern for parents that buy their children tobacco products since there isn't much a business can do about that, she explained that children will find ways to get tobacco products even with extra precautions like the tobacco retail license. She feels as though this legislation is being rushed and local businesses and residents have not had a chance to be involved in this process and she stated that they have a right to know what this new license entails.



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Email Comments

**John Seryak
8322 Bedlington Dr.**

Madam President, council members, Mr. Mayor, and Reynoldsburg Police,
I would like to personally invite all of you to the Friends of Pine Quarry Park 4th. Annual Luminary Walk. The walk will be from 5:30 - 6:30 PM this Sunday December the 11th, on the upper loop of Pine Quarry Park off the parking lot.

This annual park event is sponsored by The Friends of Pine Quarry Park in cooperation with Reynoldsburg's Park and Recreation Department. We would love to see all of you join us for this unique, magical stroll through a portion of the park.

It would be very nice if any of our police units in the area are available to stop by and enjoy this evening's stroll. We so appreciate our police department watching over the park.

Also, a big shout out to the Parks and Recreation department for their support and cooperation in making this an enjoyable community event.

The weather is looking a bit questionable so be sure to check the latest update on our Facebook page in case this event needs to be rescheduled.

Thank you,
John Seryak

Mayor Begeny

Mayor Begeny stated by introducing the new Diversity, Equity, and Inclusion officer, Nadia Miller. He stated that this was an initiative started by the City of Reynoldsburg and Reynoldsburg City Schools.

Nadia Miller introduced herself saying that she is excited to be a part of Reynoldsburg and being part of making the City even more inclusive.



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Mayor Begeny also gave a shout out to the Reynoldsburg Community Association for their Christmas on the Towne event and Councilmember Cotner for his Cotner Christmas at the funeral home. He also thanked the City staff for the tree lighting ceremony at the senior center.

Mayor Begeny also stated that he was notified late Friday that the City was awarded the Ohio Public Works Contract grant for Phase 2 of Waggoner Road in the amount of \$4.5 million, which brings it to a grand total of \$8 million for Phase 1 and 2 and \$1.7 million from Franklin County. There was also contribution from MI Homes and Truro Township and the school district. Mayor Begeny gave an updated timeline saying that Phase 1 is currently underway but will see a shovel in the ground in August of 2023, right about the same time that Main Street will be completely done from Jackson to Waggoner. Phase 2 will begin approximately a year later and is estimated to be at least 3 years.

Motions

Updated Rules of Council due to passage of Charter amendments

UPDATED RULES OF COUNCIL

Attorney Shook and Clerk Prasher have presented Council with updated Rules of Council due to the November 8th General Election passage of Charter amendments providing full Council powers, including voting privileges, to the President and separating the use of ordinances and resolutions. Council is requested to review these changes to the Rules of Council. Please contact Attorney Shook or Clerk Prasher with any questions or suggestions for changes. Council will vote on these Rules at the December 12th Council meeting.

Attorney Shook stated that the changes to the rules incorporate the three Charter changes that were voted on in November and certified by the Board of Elections on December 5. The three changes that affect Council are:

1. The President of Council will now have the right to vote, starting tonight, December 5
2. Ordinances, Resolutions, and Motions will now have specific definitions with Resolutions only needing one read and one vote and Ordinances will continue to need three reads unless passed as an emergency



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3. Council will now have the ability to call virtual meetings but only for special or emergency meetings, all regular Council meetings will continue to be held in person.

Reports

Clerk of Court Report

CLERK OF COURT REPORT FOR SEPTEMBER 2022

The Clerk of Court submitted monies collected from the courts held in September in the amount of \$23,694.50.

West Licking Fire District Report

WEST LICKING FIRE DISTRICT REPORT - OCTOBER & NOVEMBER

Councilmember Baker stated that the minutes from the West Joint Licking Fire District meeting. He stated that they still provide great service.

Development, Parks & Recreation Committee

This is the Development, Parks & Recreation Committee meeting for December 5, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Councilmember Lawson-Rowe, Chair Baker, and President Jenkins.

An Ordinance to Amend Chapter 971 Municipal Parks, Section 971.03 Park Hours in the Code of Ordinances for the City of Reynoldsburg, Ohio

Director Bauman explained that this Ordinance would change the park hours from 6am-9:30pm to 6:30am-dusk. This will help the Police continue to ensure that the Parks are safe and that no unsavory activities are happening in the park after dark.



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Councilmember Bryant expressed that she had concerns about labeling the closing time dusk and asked for clarification on what definition of dusk they are using. Director Bauman stated that dusk is when the sun starts to go down. She explained that many parks around them also use dusk as a closing time.

Councilmember Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Pyakurel. Motion carried.

Public Safety, Law & Courts Committee

This is the Public Safety, Laws & Court Committee meeting for December 5, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Councilmember Lawson-Rowe, Chair Bryant, and President Jenkins.

An Ordinance Adopting Chapter 723 Tobacco Retailer License of the Codified Ordinances of the City of Reynoldsburg to Establish the Tobacco Products Sales Licensing Program

Attorney Shook explained that he and Councilmember Lawson-Rowe had a meeting with Franklin County Public Health and asked for further explanation on the need for a licensing fee of \$500. He said that they explained the process by which they came to that fee included the cost of personnel, the cost of reviewing the applications, conducting the compliance checks and background checks, provide appropriate education, and to handle any administrative tasks. So they determined that fee based on the amount of time they think would be required of their staff and appropriate compensation. They requested a \$500 fee if the City intends to use them as the licensing agent. He also discussed that Columbus does their licensing in house and does not use Franklin County Public Health. He explained that in regards to location and distance from a youth oriented facility is not currently in the Ordinance but that is mainly an oversight and should probably be discussed by Council. He stated that most likely, all established businesses will be grand fathered in and will not have to move based on these location restrictions. He stated that in regards to parents buying for their children, that's an issue as old as time, and unfortunately there is not much they



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can do about that. He stated that Council does have the option to table this issue to continue discussion about it.

Dustin Holfinger, the state government relations director for the American Heart Association, thanked Council for considering this proposal. He stated that these license requirements hold tobacco retailers and the tobacco industry accountable for violations of tobacco laws and regulations. This license will also allow the City to know where exactly tobacco products are being sold and provide stronger oversight through compliance checks, recommended 2 per year. Too many youths are using tobacco products, including e-cigarettes which has become an epidemic. Tobacco companies continue to aggressively market their products to young people. A strong tobacco retail licensing program will reduce youth access to tobacco products by ensuring compliance and enforcement of the law. Research has shown that compliance is most effective when the tobacco retailer or license holder is held accountable rather than non-managerial employees rather than the low wage clerks or youths themselves. They believe that the retailer or license holder should be held solely responsible for sales to underage people. This legislation includes a tiered violation policy. They recommend that any money not used for the compliance checks and staff compensation should go directly towards education for the community. He explained that the highest tier of violations would completely revoke their license, he stated that they do not want people to lose their businesses which is why they are given several smaller punishments before it reaches that level. He also explained that unfortunately it is still state law that parents can buy their underage children tobacco products legally in Ohio. Mr. Holfinger stated that of the 13 checks this past year, there were 5 violations which is around a 40% fail rate. He stated that he was in contact with Leighann Greer, the Reynoldsburg High School Prevention Specialist, he explained she was not able to attend Council so Mr. Holfinger read a statement that she sent him. She stated they surveyed the administration at both campuses and they've estimated that they have around 49 devices that they are currently in possession of, items like vapes, and this number does not include what security officers confiscate or THC devices.

Councilmember Lawson-Rowe asked what the process would be like to notify businesses if this Ordinance passes. Mr. Holfinger explained that this would typically be done through Franklin County Public Health. They would issue the materials for signage and the requirements to be in compliance with the Ordinance as it stands.



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Councilmember Cotner asked for clarification on if there were 28 retailers within Reynoldsburg. Mr. Holfinger stated that is what they found through Google searches and GIS maps. Councilmember Cotner stated that one of the issues people consistently discussed was that there was no comprehensive list as to who the tobacco retailers were and that this license would solve that issue. Mr. Holfinger stated that this is true and that the numbers they are able to find through searches are mostly estimates. Councilmember Cotner also asked for clarification on having no penalty for the underage individuals that are illegally buying these products. Attorney Shook stated that there is no user penalty in the proposed Ordinance. Councilmember Cotner asked about situations involving fake IDs and how those would be handled. Attorney Shook stated that businesses would be scanning IDs so if it is not a valid ID they would be able to tell from the scan. He stated that for example, someone uses their older siblings ID who they happen to look like and the ID does scan and it does look enough like the person then there is not much that can be done in that situation. On the other hand, hypothetically, if John comes in and uses Karen's ID then there will be consequences for that. Attorney Shook clarified that using a fake ID in any way is still illegal and there are penalties if you are caught using one.

Councilmember Pyakurel asked about further clarification for the \$500 licensing fee, asking how it went from \$300 to \$500. Attorney Shook explained that the fee was never \$300, the \$300 fee was part of the example legislation used to better understand what the tobacco retail license would entail as a discussion topic. The fee from Franklin County Public Health has been \$500 since they began meeting.

Councilmember Cotner asked if there were any restrictions on owning multiple businesses and having several licenses; he also asked if there is any way to have a reduction in the fee for having multiple licenses. Attorney Shook stated that he thinks Franklin County Public Health will request the full \$500 per business because it is the same amount of work but they can always discuss it. Attorney Shook also stated that currently the Ordinance does allow for multiple licenses held by the same person.

Councilmember Strickland asked for more clarification about the tiered violations. Mr. Holfinger explained that the first and second violations could be a fine for that specific violation and the third and fourth violations would be suspension or revoking the licenses. Attorney Shook clarified that currently the Ordinance states that over 36 months, if a company has a first violation it will have a fine of no less than \$500, second violation a fine of no less than \$750 and a prohibition from selling products



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for a minimum of 7 days, third violation a fine of no less than \$1000 and a prohibition from selling products for a minimum of 30 days, and a fourth violation a fine of no less than \$1000 and prohibited from selling tobacco products for 3 years. Councilmember Strickland also asked if Franklin County Public Health could make an appearance at Council to discuss their process. Attorney Shook stated that they requested their presence at Council on December 12, but is not sure if they can attend yet.

Councilmember Salvati stated that he is concerned at how quickly they have pushed this through considering these three Council meetings are all in a row due to holidays. He suggests holding this legislation in Committee until after the first of the year to allow businesses and residents time to speak at Council on this issue. Councilmember Lawson-Rowe agreed.

Councilmember Bryant stated the legislation would return to Committee for the December 12th meeting to allow the Franklin County Board of Health to speak and return to Committee at the January 9th Council meeting.

Public Service & Transportation Committee

This is the Public Service & Transportation Committee meeting for December 5, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Councilmember Lawson-Rowe, Chair Strickland, and President Jenkins.

An Ordinance to Amend Chapter 958 Stormwater Charges, Section 958.06
Equivalent Residential Unit Assignment in the Code of Ordinances for the City of
Reynoldsburg, Ohio, and Declaring an Emergency

Director Dorman explained that this stormwater cost was factored into what he previously explained with the sewer and water rates. He stated that the current rate for stormwater is \$6.24, with a 2% increase it would bring it up to \$6.36. On an average residential home, this will be a quarterly increase of \$15.24 total with all the charges previously discussed.



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Councilmember Strickland moved to forward this Ordinance to Council for a first reading. Second by Councilmember Lawson-Rowe. Motion carried.

An Ordinance to Amend Chapter 949 Water Regulations, Section 949.07 Water Meter Service Fee of the Code of Ordinances for the City of Reynoldsburg, Ohio, and Declaring an Emergency

Director Dorman explained that this Ordinance is for the price of the actual meters that they buy from a vendor. He stated that the price of meters has increased. This is for new properties that must have meters installed or worked on to ensure they are working properly.

Councilmember Strickland moved to forward this Ordinance to Council for a first reading. Second by Councilmember Pyakurel. Motion carried.

Finance & Administration Committee

This is the Finance & Administration Committee meeting for December 5, 2022

Members in attendance are: Councilmember Baker, Councilmember Bryant, Councilmember Strickland, Chair Salvati, and President Jenkins.

An Ordinance to Make Appropriations for Expenses and Other Expenditures of the City of Reynoldsburg, State of Ohio, During the Fiscal Year Ending December 31, 2023, and Declaring an Emergency

Mayor Begeny explained that the City is currently on par with last year, last year being a record high in revenue. 2022 is projected to be the second highest year in history for revenue. In the first quarter of the year they will spend slowly and in April they will readjust to make sure they are spending accordingly.

Councilmember Salvati moved to forward this Ordinance to Council for a second reading. Second by Councilmember Baker. Motion carried.



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An Ordinance Authorizing the Mayor to Establish a Process and Eligibility Requirements for a Grant Program Directed Toward Female, Minority, and Veteran Owned New Businesses in the City of Reynoldsburg, Appropriating Funds, and Declaring an Emergency

Attorney Shook stated that this Ordinance appropriates funds for next year's grant in the amount of \$100,000. The City operates on a dollar for dollar basis, so if a business applies and shows it spent \$5,000 on qualified improvement then the City will award them a \$5,000 grant.

Councilmember Salvati moved to forward this Ordinance to Council for a second reading. Second by Councilmember Strickland. Motion carried.

Consent Agenda for Emergency Adoption

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Louis Salvati, Councilman
SECONDER:	Bhuwan Pyakurel, Councilman
AYES:	Cotner, Baker, Bryant, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

142-2022

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SILCO FIRE & SECURITY TO PURCHASE TWO CAMERAS, CAMERA LICENSES, AND RELATED EQUIPMENT FOR THE REYNOLDSBURG PARKS AND RECREATION DEPARTMENT, WAIVE COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

143-2022

AN ORDINANCE TO APPROVE THE FINAL PLAT PLAN FOR THE WAGGONER ROAD TOWNHOME DEVELOPMENT, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.



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144-2022

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH REYNOLDSBURG MOB LLC, OR AN AFFILIATE, PROVIDING FOR A PROJECT AND A PROPERTY TAX EXEMPTION PURSUANT TO THE OHIO COMMUNITY REINVESTMENT AREA PROGRAM, AND DECLARING AN EMERGENCY --- Baker. Finance and Administration Committee.

145-2022

AN ORDINANCE AUTHORIZING AN INCOME TAX REVENUE SHARING AGREEMENT AMONG THE CITY OF REYNOLDSBURG AND THE REYNOLDSBURG CITY SCHOOL DISTRICT, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

146-2022

AN ORDINANCE TO AMEND CHAPTER 160, SECTION 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

147-2022

AN ORDINANCE TO AMEND THE PERSONNEL PROCEDURE MANUAL REGARDING MILITARY LEAVE, WORK FROM HOME, OVERTIME, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

148-2022

AN ORDINANCE MAKING A TRANSFER OF FUNDS FROM THE COMMUNITY EVENTS DEPARTMENT TO THE SERVICE DEPARTMENT, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.



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Consent Agenda for First Reading

RESULT: REFERRED TO COUNCIL

AN ORDINANCE TO AMEND CHAPTER 971 MUNICIPAL PARKS, SECTION 971.03 PARK HOURS IN THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE TO AMEND CHAPTER 958 STORMWATER CHARGES, SECTION 958.06 EQUIVALENT RESIDENTIAL UNIT ASSIGNMENT IN THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE TO AMEND CHAPTER 949 WATER REGULATIONS, SECTION 949.07 WATER METER SERVICE FEE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE AUTHORIZING THE MAYOR TO ESTABLISH A PROCESS AND ELIGIBILITY REQUIREMENTS FOR A GRANT PROGRAM DIRECTED TOWARD FEMALE, MINORITY, AND VETERAN OWNED NEW BUSINESSES IN THE CITY OF REYNOLDSBURG, APPROPRIATING FUNDS, AND DECLARING AN EMERGENCY

Consent Agenda for Second Reading

RESULT: REFERRED TO COUNCIL

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH OHM FOR PLANNING SERVICES --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE TO AMEND CHAPTER 101 CODIFIED ORDINANCES, SECTION 101.02 GENERAL DEFINITIONS - ADMINISTRATIVE CODE FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.



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AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND WATER CONSERVATION DISTRICT TO SUPPORT THE BIG WALNUT WATERSHED COORDINATOR PROGRAM ADMINISTERED BY FRANKLIN SOIL AND WATER CONSERVATION DISTRICT IN COORDINATION WITH AND SUPPORT FROM MORPC AND THE STATE WATERSHED PROGRAMS WITH ODNR AND OHIO EPA --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE TO MAKE APPROPRIATIONS FOR EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE TO TRANSFER FUNDS AMONG VARIOUS GENERAL FUND ACCOUNTS, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE APPROPRIATING FUNDS FROM THE UNAPPROPRIATED CIP FUND TO THE CIP MEMORIAL PLAZA ACCOUNT FOR DONATED MONIES --- Salvati. Finance and Administration Committee.

Consent Agenda for Third Reading

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kristin Bryant, At-Large Councilmember
SECONDER:	Shanette Strickland, Councilwoman
AYES:	Cotner, Baker, Bryant, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

149-2022

AN ORDINANCE TO AMEND CHAPTER 953 WATER CHARGES, SECTION 953.01(A) WATER RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.



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150-2022

AN ORDINANCE TO AMEND CHAPTER 945 SEWER CHARGES, SECTION 945.02(C) RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

Upcoming Meetings

December 12, 2022 Council

December 23, 2022 City Offices Closed

December 26, 2022 City Offices Closed

December 30, 2022 City Offices Closed

January 2, 2023 City Offices Closed

January 5, 2023 Planning & Zoning Board

January 9, 2023 Council and Organizational Meeting

January 16, 2023 Martin Luther King, Jr. Day City Offices Closed

January 19, 2023 Planning & Zoning Board

January 23, 2023 Council

Adjournment

Leanora Jenkins

Leanora Jenkins, President of Council

Mollie Prasher



**MINUTES SPECIAL MEETING
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Mollie Prasher, Clerk of Council

Reynoldsburg

OHIO • 1839

MINUTES REGULAR MEETING REYNOLDSBURG CITY COUNCIL November 28, 2022

Council President Pro Temp Stacie Baker called the meeting to order at 6:33 PM

Invocation - John Stumbo of The Alliance

PRESENT: Cotner, Baker, Bryant, Salvati, Pyakurel, Lawson Rowe

ABSENT: Jenkins, Strickland

Approval of Agenda

President Pro Temp Baker advised that under Reports, Public Service & Transportation Committee, Item 1 is being removed. As there were no other changes, the agenda stood approved as amended.

Approval of Minutes

- a. City Council – Regular Meeting – November 14, 2022

The regular Council meeting minutes of November 13, 2022 were approved as submitted.

RESULT:	ACCEPTED
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Community Comments

Angela Abram

1075 Starlight Drive

Ms. Abram stated that she attended Council to discuss Christmas on the Towne. She stated that she is the Co-chair of Christmas on the Towne and wanted to invite Council to come out on Saturday, December 3rd, as they will have a number of events scheduled. She explained that this is a one day event to kick off the holiday season and has been sponsored by the Reynoldsburg Community Association since 2009. She explained that it started in the 1960s through the old towns Businessman's Association, which was for businesses on Main Street. The event features merchants with their open houses, carriage rides, Santa Claus, Mrs. Claus, Secret Santa, food, games, fun, and more. She stated that Santa will be at the Reynoldsburg Masonic Lodge and Mrs. Claus will be at the First Service Federal Credit Union. The Secret Santa will be located at the Y and they will have various foods such as the Lions Club, Vick's Pizza, and the Masonic Lodge will have their famous apple fritters, and they will also have Prost, Tempe Taco, and some other restaurants providing food as well. From 11am to

Minutes Acceptance: Minutes of Nov 28, 2022 6:30 PM (Approval of Minutes)



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3pm they will have Christmas on the Towne which is primarily on Main Street and at the 1883 Locale there will be ginger bread house voting. The carriage rides will be from 11am to 2pm and Secret Santa will be from 11am to 4pm. Stuff the Stocking will be at the back of the YMCA and the annual tree lighting will be at 4pm. Ms. Abram also thanked those that have supported this event. She also stated that there is a treasure map with stamps available at each location and children will receive a prize if they visit each spot and there will also be a coloring contest.

President Pro Temp Baker stated that this is a great event and that he looks forward to it every year.

Mayor Begeny

Mayor Begeny introduced Boy Scout Troop 279 for doing their civic duty and learning more about government.

Mayor Begeny also introduced the new DEI Officer Nadia Miller as it was her first day and she will be at the December 5th Council meeting.

President Pro Temp Baker

President Pro Temp Baker stated that there was a house fire off of Harvest Moon before Thanksgiving, he stated that no one was injured but he wanted to offer thoughts and prayers to the family.

Presentation to Kaleidoscope

Kaleidoscope Presentation

Councilmember Bryant stated that in June of 2022 the City of Reynoldsburg hosted its 2nd Annual Pride Celebration and raised money in conjunction with Rainbow Reynoldsburg. She invited the founder of Rainbow Reynoldsburg, Michael Perfect to attend the Council meeting. Councilmember Bryant stated that the City and Rainbow Reynoldsburg raised \$636 for the Kaleidoscope Youth Center based on the silent auction.

Minutes Acceptance: Minutes of Nov 28, 2022 6:30 PM (Approval of Minutes)



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Communications

NOVEMBER TREASURY BOARD MINUTES

Reports

Finance & Administration Committee

This is the Finance & Administration Committee meeting for November 28, 2022.

Members in attendance are: Councilmember Bryant, Chair Salvati, and President Pro Temp Baker.

An Ordinance Appropriating Funds from the Unappropriated CIP Fund to the CIP Memorial Plaza Account for Donated Monies

Auditor Cicak explained that Ordinance is to accept \$6500 from the American Legion and will dedicate the money to Memorial Plaza.

Councilmember Salvati moved to forward this Ordinance to Council for a first reading. Second by Councilmember Bryant. Motion carried.

An Ordinance Making a Transfer of Funds from the Community Events Department to the Service Department, and Declaring an Emergency

Mayor Begeny explained that this Ordinance is for some interior building improvements to add pictures of Reynoldsburg to the atrium and lobby walls.

Councilmember Salvati moved to forward this Ordinance to Council for a first reading. Second by Councilmember Bryant. Motion carried.

An Ordinance to Amend Chapter 160, Section 160.02 Authorized Positions, Personnel, Classification and Pay Grades for the City of Reynoldsburg, Ohio, and Declaring an Emergency

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Director Boller explained that with the potential retirement of a classified employee who is classified as a secretary in the Service Department, she may be retiring in February, they would like to change the job duties and working title to Administrative Assistant and front desk and then once that transition is over with, they will do away with the secretary position. Director Boller then explained that the next change is to have one of the permit techs in the building department transition to a lead permit technician and move the pay grade to 15A. She stated that this is a more experienced, go-to person so they would be changing that job title as well. Director Boller stated the Clerk of Court office requested that the Deputy Clerk, both the full time and part time, move that pay grade up from an 8 to a 9. Director Boller explained that the Auditor's secretary has handled payroll for some time so they are now working to update the job description so they are requesting a title change to Auditor's secretary and payroll specialist to get that more in line with their actual duties. She also stated that the Auditor's office is also requesting to add a Senior Accountant to their staff.

Councilmember Salvati moved to amend the legislation to include the new Senior Accountant position. Second by Councilmember Bryant. Motion carried to amend the Ordinance.

Councilmember Salvati moved to forward this Ordinance to Council for a second reading as amended. Second by Councilmember Bryant. Motion carried.

An Ordinance to Make Appropriations for Expenses and Other Expenditures of the City of Reynoldsburg, State of Ohio, During the Fiscal Year Ending December 31, 2023, and Declaring an Emergency

Mayor Begeny explained that this Ordinance is for the 2023 budget. He stated that they worked with Baker Tilly to create two different styles of budget. One is very in depth and technical while the other is easier to understand and more like an overview. He explained that this budget includes price and staffing increases. He explained that part of the Mayor's budget includes the DEI officer and a new staff member for the Community Events Staff. He stated that he also wanted to include an employee retention fund to help support employee retention programs.

Communications Manager Jennifer Clemens explained that they have created a position for this department that will really help with the website, Facebook,

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community guides, more in-house graphics, and attend events to help Ms. Clemens out. Ms. Clemens started by going over different service accounts, the 5300s. She stated that there is a 26% increase from 2022 to 2023 to cover for increased costs. She also stated that next year they will be sending home community events magnets to elementary school children. She explained that the first year they created the Community Guide, they printed 12,000 and distributed them to single family but would now like to increase that to single and multi-family homes and placed in businesses as well. They have also budgeted to complete a community survey to better understand the needs of the community. They would like to budget this every year or every 3 years at most. This will allow residents to have a voice where they may not have had one before.

Chief Baker stated that within their budget there will be an increase in staffing and they hope to be operating with 70 officers in 2023. He stated that the other items he has more control over include the items in the 200, 300, and 600 categories. He explained that from last year they have an increase of about 10%. Their largest expense is \$370,000 for police cruisers.

Director Bauman, with Parks and Recreation, explained that there was an increase in the 5200 based on increased prices with the most notable being the 5215 which is recreation supplies including uniforms for recreational teams. They will be adding some additional programming for children's activities. There is also an increase in their fuel budget. In their 5300 account which is services provided, account 5339 is for miscellaneous contract services which houses the landscaping and irrigation contracts along with big equipment rentals. There will be an increase in the budget for postage and printing advertisements to account for the increase in mailings for the Community Guide. The 5600s, which are capital purchases, will include the request for \$35,000 for a new truck for park rangers. Overall, the parks budget is about \$20,000 lower than the 2022 budget.

Director Meyer from the development department, stated that there is an increase in the 5300 budget of about \$150,000.

-\$100,000 of that is for a thoroughfare study for future growth and expected land use patterns

-\$48,000 for a fiber to the home feasibility study to understand the best options for the City

-\$20,000 for process improvement for digital applications

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- \$20,000 to become a full member of a nonprofit economic development entity

Director Boller with Human Resources, stated that the biggest expense being added to the budget is adding a Human Resources Coordinator position which will cover salary and benefits. Adding this position will allow Director Boller to work more with employee development programs. There is also a small increase in funds for association dues, conferences, and office supplies with the addition of another person. She is also requesting \$3000 for furniture and fixtures for the new hire as well. She stated that there have also been increases in the computer budget to account for additional expenses and staffing increases. There are some projects planned for 2023 which are included in the IT budget; these projects include a complete make-over for 911, a new projector for Council chambers, server room generators and battery backups, key card readers, new laptops for field trainers, charging stations, a bond permit kiosk for the police department, flock falcon cameras, along with some other projects.

Director Dorman with the service department, which oversees building maintenance, the building department, code enforcement, the water and sewer department, and the streets and stormwater department.

Building department

-479 account; brought in a CBO to bring services in house; adding an electrical inspector in 2023; adding a vehicle to the building department

Street department

-2 plow trucks; 5-8% increase in material costs

Water and sewer department

-Add one maintenance worker

Building maintenance department

-HVAC upgrades over the next 3 years; project proposal to redesign the Main Street corridor walls that are collapsing; continue painting street lights

Councilmember Salvati moved to forward this Ordinance to Council for a first reading. Second by President Pro Temp Baker. Motion carried.

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**MINUTES REGULAR MEETING
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Public Service & Transportation Committee

This is the Public Service & Transportation Committee meeting for November 28, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Vice Chair Lawson-Rowe, and President Pro Temp Baker.

An Ordinance to Amend Chapter 953 Water Charges, Section 953.01(A) Water Rate Schedule of the Code of Ordinances for the City of Reynoldsburg, Ohio, and Declaring an Emergency

Councilmember Salvati stated that there is a lot of good information on this issue in the agenda packet.

Councilmember Lawson-Rowe moved to forward this Ordinance to Council for a second reading. Second by Councilmember Pyakurel. Motion carried.

An Ordinance to Amend Chapter 945 Sewer Charges, Section 945.02(C) Rate Schedule of the Code of Ordinances for the City of Reynoldsburg, Ohio, and Declaring an Emergency

Councilmember Lawson-Rowe moved to forward this Ordinance to Council for a second reading. Second by Councilmember Pyakurel. Motion carried.

An Ordinance Authorizing the Mayor to Enter into an Intergovernmental Working Agreement with Franklin Soil and Water Conservation District to Support the Big Walnut Watershed Coordinator Program Administered by Franklin Soil and Water Conservation District in Coordination with and Support from MORPC and the State Watershed Programs with ODNR and Ohio EPA

Director Dorman stated that this is an annual working agreement with Franklin Soil and Water Conservation District and have done this for several years. They will help out with the City may have issues with a developer or engineer to give a second opinion on an issue based on best management practices and scientific data. They also do a program that offers rain barrels to residents and rain water gardens. They also go

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into schools to educate children on what they can do to protect streams and waterways.

Councilmember Lawson-Rowe moved to forward this Ordinance to Council for a first reading. Second by Councilmember Pyakurel. Motion carried.

Public Safety, Law & Courts Committee

This is the Public Safety, Laws & Court Committee meeting for November 28, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Chair Bryant, and President Pro Temp Baker.

An Ordinance Adopting Chapter 723 Tobacco Retailer License of the Codified Ordinances of the City of Reynoldsburg to Establish the Tobacco Products Sales Licensing Program

Attorney Shook explained that this Ordinance is for a proposed chapter 723 of the Codified Ordinances of the City of Reynoldsburg for Tobacco Retail Licensing (TRL). This is based on a discussion Council had a few months ago where we considered a sample Ordinance presented by an outside group. This would create a licensing process for all tobacco retailers in the City of Reynoldsburg. The licensing agent would be the Franklin County Public Health board; they have agreed to do licensing for the entire City including portions that are not located in Franklin County. In addition to licensing, reviewing applications for licensing, they have agreed to do 2 compliance checks a year with these businesses to determine if they are doing what this Ordinance requires. A list of requirements for this Ordinance, among other things: Compliance with current laws, including not selling to individuals under 21, posting signage stating that they will not sell to those under 21, and posting a copy of their license. The Ordinance also includes a process for any business that has had a license denied, suspended, or revoked and a civil penalty provision for any licensee who does have a violation of their license status. In addition, as the licensing agent, Franklin County Public Health has requested a licensing fee of \$500 to ensure the proper enforcing of this Ordinance. There is also a provision in the Ordinance that would allow the Mayor, after consultation with

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Franklin County Public Health, to reduce or waive the fee under particular circumstances. This has been modeled based on what some other cities have done, but especially based on what Hilliard has passed with the Franklin County Public Health.

Councilmember Lawson-Rowe asked that Leo Almeida from the American Cancer Society Cancer Action Network come forward to answer any questions from Council on this topic.

Mr. Almeida thanked the Council for allowing him to write comments on this proposed Ordinance. He works with the American Cancer Society Cancer Action Network which is the nonprofit nonpartisan advocacy affiliate of the American Cancer Society. They advocate for public policies that reduce death and suffering from cancer, which include policies targeted at reducing tobacco use. Tobacco use remains the leading preventable cause of death nationwide, in Ohio it estimated that 20,200 adults die from smoking every year. There are 259,000 Ohio children who are alive now but will die prematurely due to smoking related disease. The annual healthcare cost in Ohio directly caused by smoking, is \$6.56 billion dollars. They are glad to see that Reynoldsburg is considering an Ordinance to institute a tobacco retail license to ensure that tobacco retailers in the City of Reynoldsburg do not sell tobacco products to people under the age of 21. They would recommend adding a provision to this Ordinance that would end the sale of all flavored tobacco products. Flavors are a marketing weapon used by tobacco manufacturers to introduce young people to a lifetime of addiction. Altering tobacco product ingredients and designs like adding flavors can improve the use of a product by masking harsh effects, facilitating nicotine uptake, and increasing a products overall appeal. Youth report that flavors are the leading reason they use tobacco products and perceive flavored products to be less harmful. In 2021, 80.2% of high school students and 74.6% of middle school students who used tobacco in the last 30 days reported that they used a flavored tobacco product during that time. Also in 2021, 81.8% of high school students and 79.2% of middle school students who used e-cigarettes in the past 30 days reported using a flavored e-cigarette. Tobacco manufacturers have aggressively targeted certain communities with their menthol products, leading to an unequal burden of death and disease. The overwhelming majority of African Americans who smoke report smoking menthol cigarettes compared to less than a third of Whites who smoke. Internal tobacco research documents show that tobacco companies were intentionally targeting African Americans and other communities through advertising in magazines with high readership in these populations including youths. The

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aggressive use of flavors and marketing tactics by the tobacco industry rapidly increased use of flavored products by youth and young adults and under regulation of these products requires Reynoldsburg City Council to take action to protect youths and young adults for the sake of public health. They urge Reynoldsburg to adopt this Ordinance and end the sale of flavored tobacco products.

President Pro Temp Baker asked how the Franklin County Public Health came up with \$500 being the preferred price of the license. Mr. Almeida stated that he is not sure how they came up with that number as he does not work for them, but he does know that other municipalities that have adopted a tobacco retail license have similar fees. President Pro Temp Baker asked if these 2 compliance checks a year will actually stop the sale of tobacco products to individuals under 21. Mr. Almeida explained that because these businesses are not notified of when these 2 checks are, they would be more likely to not sell to underage individuals. President Pro Temp Baker stated that his own personal belief is that if someone is old enough to be drafted, then they are old enough to buy tobacco products. He also stated that he thinks it is already required by the state to post that they will not sell to individuals unless they are born before a certain date. Mr. Almeida stated that he assumes so as well since it is the same as alcohol, he stated that this Ordinance requires more signage than what the state requires. President Pro Temp Baker feels as though this tobacco retail license is unnecessary based on the fact that laws already require the same thing this license is trying to accomplish and would cost businesses an extra \$500 annually. He feels as though this penalizes businesses that are already in compliance with the law. President Pro Temp Baker explained that he understands how flavors make these products more desirable but does not understand why flavored alcohol is allowed but flavored tobacco should not be. Mr. Almeida explained that the licensing fee is just the cost of doing business as there are many types of licensing to be able to sell certain products. He explained that of course they hope that businesses are conducting their business legally but since 2019 they have seen an increase in sales to underage individuals. The American Cancer Society since 1991 has seen a steady decrease in the cancer rate across the nation until 2019. Attorney Shook clarified that in regards to scanning IDs, City Ordinance 537.18 already does that. He also stated that the 2 compliance checks are just the 2 minimum checks that will be conducted by the Franklin County Public Health and do not include checks from the Police Department that happen on a more regular basis. President Pro Temp Baker reiterated that he questions why this is needed since these are rules these businesses should already be following and are checked by the Police

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Department, but this license adds an annual expense of \$500 on top of that so he is concerned on the businesses behalf. Mr. Almeida explained that the profit these businesses make from selling tobacco products is much higher than \$500 and that he disagrees that this license is unnecessary.

Councilmember Pyakurel stated that he believes that if this tobacco retail license prevents even one underage person from being able to buy tobacco products he will see it as a success. He asked if some portion of the licensing fee will be used for educational purposes or if it will all be used for enforcement purposes. Mr. Almeida stated that is a question for the health department but he stated that in other municipalities, if there is a surplus that is not needed to run the compliance checks then it is used for educational programs. Councilmember Pyakurel stated that he believes some of the money should definitely be used for education programs. Attorney Shook stated that is going to be part of the contract they will have with Franklin County Public Health, it is not in the Ordinance but will be in the contract.

Councilmember Salvati asked when the Police Department does check these businesses and finds that a business is not complying with the law, what are the current consequences versus what the consequences will be if the tobacco retail license is adopted. Attorney Shook stated that the current ramifications state that they will charge the actual person who conducts the bad sale but the retailers themselves are not held responsible. With the new license, repeat offenders could lose the license and potentially no longer be able to operate within the City.

Councilmember Cotner asked if when the Police Department does their regular checks if this license is adopted, will they report to the Franklin County Public Health board. Attorney Shook stated that it will be reported to the Franklin County Health board as well as the City Attorney's office to take action. Councilmember Cotner also clarified that as the Ordinance is written, pharmacies would still be allowed to obtain a tobacco retail license if they chose to do so. Attorney Shook agreed but stated that not allowing pharmacies to obtain a license could be added to the Ordinance if Council chose to do so. Councilmember Cotner asked how the City would go about identifying all businesses who currently sell tobacco products that would need to obtain this license. Attorney Shook stated that it would be similar to how they identify vacant and rental property registration, they do have to identify them but they would work with Franklin County Public Health to do so.

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Councilmember Bryant moved to forward this Ordinance to Council for a first reading. Second by Councilmember Lawson-Rowe. Motion carried.

Development, Parks & Recreation Committee

This is the Development, Parks & Recreation Committee meeting for November 28, 2022.

Members in attendance are: Councilmember Cotner, Councilmember Pyakurel, Councilmember Lawson-Rowe, and President Pro Temp Baker.

An Ordinance Authorizing the Mayor to Enter into a Contract with Silco Fire & Security to Purchase Two Cameras, Camera Licenses, and Related Equipment for the Reynoldsburg Parks and Recreation Department, Waive Competitive Bidding, and Declaring an Emergency

Director Bauman explained that this Ordinance is to have additional cameras placed in Civic Park. They are asking that bidding be waived because Silco Fire and Security is considered a preferred vendor. They are requesting emergency approval after the second reading so they can begin this project this year. This was not a budgeted item but there is enough money in the budget to pay for it.

President Pro Temp Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Pyakurel. Motion carried.

An Ordinance to Approve the Final Plat Plan for the Waggoner Road Townhome Development

Director Meyer explained that this Ordinance is for the final plat for Wilson Ridge townhome development on Waggoner Road. It is about 9.1 acres of land and voted on by the planning commission. They are requesting an emergency approval on the third reading so that it will go into effect before the end of the year.

President Pro Temp Baker moved to amend this Ordinance to add emergency language. Second by Councilmember Lawson-Rowe. Motion carried to amend the Ordinance.

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President Pro Temp Baker moved to forward this Ordinance to Council for a first reading as amended. Second by Councilmember Lawson-Rowe. Motion carried.

An Ordinance to Amend the Official Zoning Map for the City of Reynoldsburg for a Property Located at 6523-6525 East Main Street from Suburban Residential (SR) to Brice and Main Street District (BMD)

Director Meyer explained that this is undeveloped land and they are requesting that the application be sent to the new planning and zoning board for consideration.

President Pro Temp Baker moved to forward this Ordinance as amended for a review and recommendation by the planning commission or upon certification of the Charter amendment to the planning and zoning board. Second by Councilmember Pyakurel. Motion carried.

An Ordinance Authorizing the Mayor to Enter into a Contract with OHM for Planning Services

Director Meyer stated that they do not currently have a planning and zoning administrator so they have been using OHM primarily for case review services. They are requesting that they continue this agreement next year.

President Pro Temp Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Lawson-Rowe. Motion carried.

An Ordinance Authorizing an Income Tax Revenue Sharing Agreement Among the City of Reynoldsburg and the Reynoldsburg City School District, and Declaring an Emergency

Director Meyer is requesting a 15 year 100% tax abatement on the value of improvements, he explained that in order to have a 100% tax abatement they have to have school district approval to do so. On this property they plan to build a 60,000 square foot medical office that will house around 170 jobs. This agreement states that from the income tax generated from this project, up to 50% will go to the school district and 50% will go to the City of Reynoldsburg. In exchange, there would be a

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100% property tax abatement agreed to by the school district, to which the schools unanimously voted and approved this last week.

President Pro Temp Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Lawson-Rowe. Motion carried.

An Ordinance Authorizing an Agreement with Reynoldsburg MOB LLC, or an Affiliate, Providing for a Project and a Property Tax Exemption Pursuant to the Ohio Community Reinvestment Area Program, and Declaring an Emergency

Director Meyer stated that this is the agreement for the entity doing the development previously mentioned. In the agreement it states that there payroll amount the project must hit to be able to receive the tax abatement. These payroll amounts come out to about \$8.5 million year one, \$9.5 million year two, and \$11 million year three. If these numbers are not met, there is a payment the owner will make as a result of that.

President Pro Temp Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Pyakurel. Motion carried

An Ordinance to Amend Chapter 101 Codified Ordinances, Section 101.02 General Definitions - Administrative Code for the City of Reynoldsburg, Ohio, and Declaring an Emergency

Attorney Shook explained that this Ordinance is in response to the voters approving all of the charter amendments. The charter amendment that combines the board of building and zoning appeals and the planning commission will take effect when they receive certification back from the Franklin County Board of Elections. In order to prepare for that significant change, they put in the definitional section that any reference to the Planning Commission or BZBA shall now refer to the planning and zoning board under Section 7.01 of the charter.

President Pro Temp Baker moved to forward this Ordinance to Council for a first reading. Second by Councilmember Lawson-Rowe. Motion carried.

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MINUTES REGULAR MEETING REYNOLDSBURG CITY COUNCIL November 28, 2022

Consent Agenda for Emergency Adoption

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kristin Bryant, At-Large Councilmember
SECONDER:	Bhuwan Pyakurel, Councilman
AYES:	Cotner, Baker, Bryant, Salvati, Pyakurel, Lawson Rowe
ABSENT:	Strickland

135-2022

AN ORDINANCE TO ACCEPT AN UNRECORDED SANITARY SEWER EASEMENT (0.739 ACRES) FROM EASTWOOD DEVELOPMENT PARTNERS, LLC, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

137-2022

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH TOOLE & ASSOCIATES FOR 2023 PROFESSIONAL PLAN REVIEW AND INSPECTION SERVICES, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

138-2022

AN ORDINANCE AUTHORIZING RENEWAL OF THE CITY'S DENTAL INSURANCE COVERAGE WITH DELTA DENTAL FOR THE PERIOD FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2024, WAIVE COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

139-2022

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE KIRCH GROUP TECHNOLOGIES, LLC FOR INFORMATION TECHNOLOGY SERVICES FOR THE PERIOD OF JANUARY 1, 2023 THROUGH DECEMBER 31, 2023, WAIVE COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

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**MINUTES REGULAR MEETING
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Consent Agenda for First Reading

RESULT:	REFERRED TO COUNCIL
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AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SILCO FIRE & SECURITY TO PURCHASE TWO CAMERAS, CAMERA LICENSES, AND RELATED EQUIPMENT FOR THE REYNOLDSBURG PARKS AND RECREATION DEPARTMENT, WAIVE COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE TO APPROVE THE FINAL PLAT PLAN FOR THE WAGGONER ROAD TOWNHOME DEVELOPMENT, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP FOR THE CITY OF REYNOLDSBURG FOR A PROPERTY LOCATED ON EAST MAIN STREET, PARCEL NO. 060-009327-00 FROM SUBURBAN RESIDENTIAL (SR) TO BRICE AND MAIN STREET DISTRICT (BMD) --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH OHM FOR PLANNING SERVICES --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE AUTHORIZING AN INCOME TAX REVENUE SHARING AGREEMENT AMONG THE CITY OF REYNOLDSBURG AND THE REYNOLDSBURG CITY SCHOOL DISTRICT, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH REYNOLDSBURG MOB LLC, OR AN AFFILIATE, PROVIDING FOR A PROJECT AND A PROPERTY TAX EXEMPTION PURSUANT TO THE OHIO COMMUNITY REINVESTMENT AREA PROGRAM, AND DECLARING AN EMERGENCY --- Baker. Finance and Administration Committee.

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AN ORDINANCE TO AMEND CHAPTER 101 CODIFIED ORDINANCES, SECTION 101.02 GENERAL DEFINITIONS - ADMINISTRATIVE CODE FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Baker. Development, Parks and Recreation Committee.

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND WATER CONSERVATION DISTRICT TO SUPPORT THE BIG WALNUT WATERSHED COORDINATOR PROGRAM ADMINISTERED BY FRANKLIN SOIL AND WATER CONSERVATION DISTRICT IN COORDINATION WITH AND SUPPORT FROM MORPC AND THE STATE WATERSHED PROGRAMS WITH ODNR AND OHIO EPA --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE APPROPRIATING FUNDS FROM THE UNAPPROPRIATED CIP FUND TO THE CIP MEMORIAL PLAZA ACCOUNT FOR DONATED MONIES --- Salvati. Finance and Administration Committee.

AN ORDINANCE MAKING A TRANSFER OF FUNDS FROM THE COMMUNITY EVENTS DEPARTMENT TO THE SERVICE DEPARTMENT, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE TO MAKE APPROPRIATIONS FOR EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE ADOPTING CHAPTER 723 TOBACCO RETAILER LICENSE OF THE CODIFIED ORDINANCES OF THE CITY OF REYNOLDSBURG TO ESTABLISH THE TOBACCO PRODUCTS SALES LICENSING PROGRAM --- Bryant. Public Safety, Law and Courts Committee.

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MINUTES REGULAR MEETING REYNOLDSBURG CITY COUNCIL November 28, 2022

Consent Agenda for Second Reading

RESULT:	REFERRED TO COUNCIL
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AN ORDINANCE TO AMEND CHAPTER 953 WATER CHARGES, SECTION 953.01(A) WATER RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE TO AMEND CHAPTER 945 SEWER CHARGES, SECTION 945.02(C) RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Strickland. Public Service and Transportation Committee.

AN ORDINANCE TO AMEND CHAPTER 160, SECTION 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE TO AMEND THE PERSONNEL PROCEDURE MANUAL REGARDING MILITARY LEAVE, WORK FROM HOME, OVERTIME, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR CITY CYBER INSURANCE FOR 2023, WAIVE COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY --- Salvati. Finance and Administration Committee.

Consent Agenda for Third Reading

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Louis Salvati, Councilman
SECONDER:	Kristin Bryant, At-Large Councilmember
AYES:	Cotner, Baker, Bryant, Salvati, Pyakurel, Lawson Rowe
ABSENT:	Strickland

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**MINUTES REGULAR MEETING
REYNOLDSBURG CITY COUNCIL
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140-2022

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BERMEX INC. METER READING SERVICE FOR JANUARY 2023 THROUGH DECEMBER 2025 --- Strickland. Public Service and Transportation Committee.

141-2022

AN ORDINANCE AUTHORIZING THE CITY AUDITOR TO FUND THE HEALTH SAVINGS ACCOUNTS FOR 2023 --- Salvati. Finance and Administration Committee.

Other Council Matters

President Pro Temp Baker thanked the police officers, nurses, doctors, teachers, and all those who have worked throughout the pandemic.

Upcoming Meetings

December 1, 2022 Planning Commission

December 5, 2022 Special Council Meeting

December 12, 2022 Council

December 23, 2022 City Offices Closed

December 26, 2022 City Offices Closed

December 30, 2022 City Offices Closed

Adjournment

Stacie Baker

Stacie Baker, President Pro Temp

Mollie Prasher

Mollie Prasher, Clerk of Council

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Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 phone****Memo**

DATE: **December 5, 2022**

TO:

CC:

RE: **Updated Rules of Council**

Following the November 8th General Election, the proposed Charter amendments were all approved by Reynoldsburg residents. The Council President moving forward will now have the authority to vote as a Councilmember. Therefore, the Rules of Council need to be updated to reflect the President's new voting authority as well as the change to allowing for the use of resolutions and ordinances. Please review the changes and provide the Clerk with any suggested changes.

COUNCIL RULES

REYNOLDSBURG CITY COUNCIL

Updated ~~2/28/2022~~12/5/2022

Attachment: Council Rules (2023) (Updated Rules of Council)

COUNCIL RULES OF PROCEDURE
CITY OF REYNOLDSBURG, OHIO

~~EFFECTIVE 2020~~

<i>Article I - Powers.....</i>	<i>3</i>
<i>Article II - Meetings.....</i>	<i>3</i>
<i>Article III - Officers.....</i>	<i>6</i>
<i>Article IV - Committees.....</i>	<i>7</i>
<i>Article V - Council Agenda.....</i>	<i>10</i>
<i>Article VI - Rules of Order.....</i>	<i>12</i>
<i>Article VII - Legislation.....</i>	<i>12</i>
<i>Article VIII - Rules of Discussion.....</i>	<i>14</i>
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<i>Article XI - Council Rules and Organization</i>	<i>16</i>

**COUNCIL RULES OF PROCEDURE
CITY OF REYNOLDSBURG, OHIO
REVISED 2018**

ARTICLE I - POWERS

No provision or section of these rules, which conflicts with or restricts those rights provided by the Constitution of the United States, the Constitution of the state of Ohio, the City of Reynoldsburg Charter, or the Revised Code of Ohio, shall have any force or effect.

SECTION 1. *Section 731.05 Revised Code.* Council takes due notice of the statutory limitation of powers set forth in Section 731.05 of the Revised Code of Ohio as follows: the powers of the legislative authority of a city shall be legislative only, unless otherwise provided in Title VII of the Revised Code or the City of Reynoldsburg Charter (CRC). All contracts, requiring the authorization of the legislative authority for their execution, shall be entered into and conducted to performance by the board or officers having charge of the matters to which they relate. After the authority to make such contracts has been given and the necessary appropriation made, the legislative authority shall take no further action thereon.

SECTION 2. *Section 3.08 CRC.* Council shall exercise all legislative powers of the City and all powers granted to municipal corporations by the Constitution and laws of Ohio, which are not reserved by the Charter to other officers of the City, and which are not inconsistent with the Charter.

SECTION 3. Council is the legislative and policy-making body of the City. Except as otherwise provided under the City Charter, Council shall enact local legislation, adopt budgets, determine policies, and other measures in order to carry out municipal functions involving the City.

SECTION 4. Council shall adopt, by a simple majority vote, its own Rules of Council, which shall not conflict with the City Charter, shall remain in effect until amended, changed, or repealed by a majority vote of the Council, shall go into effect immediately unless a later date is specified, and shall not be subject to initiative or referendum.

ARTICLE II - MEETINGS

SECTION 1. *Definitions*

As used in these Rules:

1. "Clerk" means the Clerk of Council.
2. "Assistant Clerk" means the Assistant Clerk of Council.
3. "Day" means calendar day.
4. "Meeting" means any prearranged discussion of the public business of Council by a majority of its members.

5. "Oral Notification" means notification given orally, either in person or by telephone directly to the person for whom such notification is intended, or by leaving an oral message for such person at the address, or if by telephone, at the telephone number of such person as shown on the records kept by the Clerk, under these Rules.
6. "Post" means to post in an area accessible to the public during the usual business hours at the Office of the Clerk and at the following location - First Floor, Municipal Building.
7. "Published" means published on the City's website, as defined in Section 4.14 CRC.
8. "Quorum" means a quorum at any meeting of Council shall consist of ~~four~~ five (45) members of Council.
9. "Written Notification" means notification in writing, mailed, e-mailed, faxed, or delivered to the address of the person for whom notification is intended, as shown on the records, kept by the Clerk under these Rules or in any way delivered to such person. If mailed, the notification shall be mailed by first class mail, deposited in the U.S. Postal Service mailbox no later than the second day preceding the day of the meeting to which the notification refers providing that at least one regular mail delivery day falls between the day of mailing and day of the meeting.

SECTION 2. *Types of Meetings*

- a. Regular Meetings. Council shall meet in regular session on the second and fourth Mondays of each month, unless such day is a nationally recognized holiday, in which case, the regular session may be held on the immediately succeeding Tuesday.
- b. Special Meetings. The Mayor, or any three members of Council, may call special meetings with at least a twenty-four (24) hour notice to each Councilmember personally served or left at his or her usual place of residence - i.e. (Sec. 3.07(b) CRC)
- c. Executive Session Meetings. Council may call an Executive Session at any time prior to or doing a meeting. Executive Sessions shall be closed, private, and confidential; and shall be held in accordance with the Ohio Revised Code 121.22 (g). These meetings are to be noted on the agenda of regular meetings, when possible. A motion that includes the general purpose of the Executive Session, as specified in the Ohio Revised Code 121.22 (g) and passed by a majority is required for Council to recess into Executive Session.

SECTION 3. *Time and Place of Meetings*. All regular meetings of Council shall be held in accordance with Section 3.07 CRC. All Special meetings shall be at a time and place as described in Article II, Section 4, Item B. Meetings of Council will normally be held in the room designated as Council Chambers in the Municipal Building in the City of Reynoldsburg; however, Council may, by affirmative vote of a majority of members, designate any other location necessary for the orderly conduct of Council affairs. Such meeting place must be within the City of Reynoldsburg. Pursuant to Section 3.07(d) of the City of Reynoldsburg Charter, the President of Council may

elect, in her or his discretion, to hold a special or emergency meeting virtually and/or electronically if the meeting is broadcast live in a manner generally accessible to the public.

SECTION 4. *Open Meetings.* All meetings of Council shall be held in accordance with the general laws of Ohio pertaining to requirements for open meetings of public bodies - i.e., (Sec. 3.07(d) CRC)

A. NOTICE OF REGULAR AND ORGANIZATIONAL MEETINGS

1. The Clerk shall post a statement of the times and places of regular meetings for each calendar year, not later than the second day preceding the day of the first regular meeting (other than organizational meeting). The Clerk shall check at reasonable intervals to ensure that each statement remains posted during such calendar year. If, at any time during the calendar year, the time or place of any regular meeting is changed on a permanent or temporary basis, a statement of the time and place of the changed regular meeting shall be posted by the Clerk at least twenty-four (24) hours before the time of the meeting.
2. The Clerk shall post a statement of the time and place of any organizational meeting at least twenty-four (24) hours before the time of the organizational meeting.
3. Upon the adjournment of any regular or special meeting to another day, the Clerk shall promptly post notice of the time and place of such an adjourned meeting.

B. NOTICE OF SPECIAL MEETINGS

1. Except in the case of a special meeting referred to in subsection C, paragraph 3 of this section, the Clerk shall post a statement of the time, place, and purposes of such meeting no later than twenty-four (24) hours before the time of a special meeting.

C. NOTICE TO MEDIA OF SPECIAL MEETINGS

1. Any news organization or individual that desires to be given advance notification of special meetings shall file with the Clerk a written request. Except in the event of an emergency, requiring immediate official action, as referred to in paragraph 4 of this section, a special meeting shall not be held unless at least twenty-four hours advance notice of the time, place, and purpose of such special meeting is given to the news media, that have requested advance notification.
2. In the event of an emergency requiring immediate official action, a special meeting may be held without giving twenty-four (24) hour advance

notification thereof to the requesting news media. Any of the persons calling such meeting or the Clerk shall immediately give oral notification or written notification, or both, of the time, place, and purpose of the special meeting to the news media that has requested advance notification. The notification of any such special meeting shall state the general nature of the emergency requiring immediate official action.

D. GENERAL

1. Any person may visit or telephone the Office of the Clerk during regular office hours to determine, based on information available at the time, the time and place of regular meetings, the time, place, and purpose of any then known special meetings, and whether the available agenda of any future meeting states that any specific type of public business is to be discussed at such meeting.
2. Any notification provided herein to be given by the Clerk, may be given by any person acting on behalf of the Clerk.
3. A reasonable attempt at notification shall constitute compliance with these Rules.
4. To better insure compliance with these Rules, it shall be the responsibility of the President of Council and Committee Chairpersons to advise the Clerk in a timely manner of future meetings and the subject matters to be discussed.

ARTICLE III - OFFICERS

SECTION 1. *President of Council*

- A. The President of Council shall be elected from the City at large to a four year term of office. (Sec. 3.04 (a) CRC)
- B. The President of Council shall be the presiding officer of Council and may vote on any matter before the Council. The President of Council shall have such other powers, duties, and functions as provided by Charter, Ordinance, Resolution, or Rules of Council. While serving as Acting Mayor, Council President shall not retain power to vote on matters before Council, but shall have the power to veto ordinances and resolutions as provided in this Charter for the Mayor, but shall vote on any matter before Council only in the event of a tie vote among the members of Council. (Sec. 3.04 (b) CRC)

SECTION 2. *President Pro Tempore*

- A. Council shall appoint, as a part of its organizational process and by a majority vote of its members, a member of Council to serve as the President Pro Tempore of Council and to serve at the pleasure of Council. (Sec. 3.05 (a) CRC)
- B. The President Pro Tempore shall serve as the presiding officer of Council during the temporary absence or disability of the President of Council, but while so serving, shall retain the power to vote on all matters before Council.

(Sec. 3.05 (b) CRC)

- C. In the absence of both the President of Council and the President Pro Tempore of Council, an acting presiding officer shall serve as follows: Chairman of the Finance and Administration Committee, Chairman of the Public Service and Transportation Committee, Chairman of the Public Safety, Law and Courts Committee, Chairman of the Development, Parks and Recreation Committee.

SECTION 3. Clerk of Council.

Council shall appoint, by a majority vote of its members, a person to serve as the Clerk of Council, to serve at the pleasure of Council. (Sec. 3.06 CRC)

The Clerk of Council shall:

- A. Attend Council meetings - regular and special.
- B. Prepare a Record of Proceedings of all Council meetings, which shall be termed the minutes or journal, and be the custodian of such records. Meetings of City Council shall be recorded and recordings made of meetings shall be retained in accordance with the City's Record Retention Schedule.
- C. Prepare an agenda for each regular meeting of Council and Committees.
- D. Furnish all transcripts, orders, and certificates, which may be properly required, and shall be entitled to charge for all attested certificates and transcripts, the same fees that are allowed by law to county officers for similar services provided the same shall be furnished free of charge, when ordered by Council, or required by any Councilmember or City Official, in the execution of official duties.
- E. Assign numbers to all ordinances and resolutions, when such legislation is proposed. Number assignments will be referenced in the official minutes of Council proceedings.
- F. Maintain a permanent record of all ordinances or resolutions, by appropriate notation, show passage or rejection, subsequent repeal, and amendment thereof.
- G. Perform all clerical duties incidental to the office.
- H. Be available during the hours specified by Council.
- I. Perform such other duties as directed by Council.

SECTION 4. Assistant Clerk of Council.

An Assistant Clerk of Council shall be appointed by a majority vote of Council and shall serve at the pleasure of Council. The Assistant Clerk of Council shall assume the duties and responsibilities of the Clerk of Council in their absence or at their request.

ARTICLE IV - COMMITTEES

SECTION 1. Standing Committees. Council shall have the following standing committees with the responsibilities as shown:

- A. **FINANCE AND ADMINISTRATION COMMITTEE**
City Auditor: taxation; bond and note sales, banking, financial services, Comprehensive Annual Financial Report (CAFR), appointments to Income Tax Board of Review

Clerk of Council: Records Commission
 Department of Computer Systems: city-wide technology services
 Civil Service Commission, Department of Human Resources: general employment policies, personnel policies, insurance
 Mayor's Office: Miscellaneous city-wide, general policies or code amendments, annual budget
 Other: Appointment of elected officials, appointments to other non-designated Boards/Commissions

B. PUBLIC SAFETY, LAW AND COURTS COMMITTEE

Department of Public Safety: Director's Office, fire district agreements/appointments.
 Division of Police: Collective bargaining agreements, salary ordinances for safety personnel, facilities/equipment purchases and improvements
 City Attorney's Office
 Mayor's Court

C. PUBLIC SERVICE AND TRANSPORTATION COMMITTEE

Department of Public Service: Director's Office, City Engineer and Divisions of Street, Water/Wastewater, and Maintenance. Water/Sewer rates/agreements, refuse collection service contracts, intergovernmental agreements for infrastructure improvements, ODOT, MORPC, etc.
 Building Division: code compliance programs and abatement assessments
 Planning and Zoning Division: planning and zoning code, zoning district changes, Planning Commission and Board of Zoning and Building Appeals appointments

D. DEVELOPMENT, PARKS AND RECREATION COMMITTEE

Development Department: Director's Office, economic development agreements (EDAs); Tax Incentive Review Council (TIRC); CRAs (including residential CRAs); intergovernmental cooperative development agreements, matters pertaining to industrial/commercial/residential development
 Parks and Recreation Department: Director's Office, Division of Parks Maintenance, Parks & Recreation Department appointments, recreation programs, Senior Center, community festivals, Livingston House, convention and visitor's Bureau, Reynoldsburg-Truro Historical Society, matters pertaining to general civic improvement, beautification, and other special civic assignments

Requests for new employee(s) shall be considered by the committee responsible for the department requesting the new employee(s). Salary amount(s) should be included on the legislative file for consideration by this committee, prior to referring the topic to the Finance Committee for funding.

SECTION 2. *Special Committees*

A. *Special Ad Hoc Committees.* The President of Council may, from time to time, appoint special committees for limited purposes, subject to the approval of a majority of Council. The statement of purpose for all special Ad Hoc committees shall contain a section setting forth

the length of time required to complete their special purpose.

B. Special Representative. The President of Council may, from time to time, appoint a representative from Council to assess such areas as (but not limited to) constituent services, technological capabilities, and budgetary matters. The purpose of this assessment is to facilitate better communication between the constituents and Council. The representative will report to the President of Council within the time period set by the President for further action by Council, if necessary.

SECTION 3. *Composition of Committees.* Standing and special committees shall consist of not less than three (3) members of Council, recommended by the President of Council and approved by a majority vote of Council at its organizational meeting. Such approved committee membership shall be in effect until such time as Council committees reorganize, except that any member who resigns or for any reason cannot serve, must be replaced by a majority vote of Council. The Finance and Administration Committee shall be staffed with a member of each of the following committees - Chairpersons of the Development, Parks and Recreation Committee, Public Service and Transportation Committee, and Public Safety, Law and Courts Committee, to promote continuity of purpose and aims between the four standing committees. Each committee shall select their own chairperson. The President of Council shall be an ex-officio member of all committees and shall vote on any action only in case of a tie vote.

SECTION 4. *Duties of Committee Chairperson*

- A. The Chairperson, as selected in Article IV, Section 3, shall preside over all committee meetings.
- B. The Chair shall:
 - 1. Appoint a vice-chair to serve in the chair's absence.
 - 2. With the assistance of the Clerk, prepare agendas, meeting minutes and provide supporting materials that are germane to the discussion of items on the agenda, not less than two days before the next scheduled meeting.
 - 3. Be the sponsor of new legislation unless the Chair designates another member of the Committee to sponsor the new legislation.
 - 4. Be responsible that legislation will not be sent from committee to Council, except by a majority vote of the committee. Legislation will either be forwarded to the Consent Agenda or Regular Agenda.
 - 5. With the assistance of the Clerk, be responsible for maintaining an up-to-date status of all legislation directed to the committee or redirected to the committee by Council, as needed, until such time as legislation has received final approval or disapproval by Council, or is declared null and void by the authority of Article VII, Section 8A.
 - 6. When directed by the President of Council to conduct a study or survey, assure that the subject matter is continued on the agenda as an active discussion item, until such time as the committee report or resultant proposed legislation has been presented to Council.
 - 7. If desired, appoint as many citizen advisory members as may be necessary; however, no citizen advisory members shall vote on the recommendations of the committee, but may concur in either the majority or minority reports.

SECTION 5. *Committee Agendas.* Items to be considered by committees or approved requests, including supporting documentation, shall be received by the Clerk no later than 5:00 p.m. seven (7) days prior to the Committee meeting. Unless of an emergency nature, no material will be received by Council on the meeting night. All officers of the municipality and members of the public are urged to cooperate with the Clerk in making the agenda complete and accurate. The person requesting the item, or a designee, shall attend the committee meeting to discuss the item.

SECTION 6. *Committee Meetings.* Meetings of all committees of Council shall be public meetings, and whenever possible, shall be held in public buildings within the City of Reynoldsburg; however, each committee, by a majority of its voting members, may elect to hold meetings wherever it deems necessary to properly further its assigned purpose. All committee meetings will be convened by the Chair of such committee, or by two (2) voting members, giving notice of the date, time, and place to all members of the committee and the Clerk. The Clerk shall notify all members of Council of all committee meetings. Any member of Council shall have the right to sit with any committee, present information, take part in any discussion, and question witnesses; however, members of Council shall have a vote only when regularly assigned to such committee.

SECTION 7. *Committee of the Whole.* Council committees may meet as a Committee of the Whole to consider the agenda of any Committee, if a quorum of an individual committee is not present at the meeting, provided that four members of Council are present. Succession to chair a Committee of the Whole meeting shall be: Committee Chairperson, Vice-Chairperson, senior member of Committee, or senior member of Council. When meeting as a Committee of the Whole, each member present shall retain the right to vote.

SECTION 8. *Mandatory Referral.* All ordinances and resolutions shall be referred to an appropriate committee for review and recommendation for adoption or denial prior to final action being taken by Council. This provision may be suspended by an affirmative vote of a three-fourths majority of Council (CRC 4.04). Legislation awarding contracts are exempt from Mandatory Referral. (See CRC 8.04 (b)) EXCEPTION: When circumstances are warranted, legislation can be amended with emergency language and considered for adoption without suspension of the provision provided appropriate committee members are present and the topic has been discussed at least once in committee.

ARTICLE V - COUNCIL AGENDA

SECTION 1. *Content.* Before adoption of an ordinance or resolution, the committee chairperson or Clerk of Council may request the City Attorney review an ordinance to determine if it is a valid exercise of legislative authority.

SECTION 2. *Preparation.* The agenda for all meetings of Council shall be prepared by the Clerk, under the guidance of the President of Council, with the assistance of the President Pro Tempore of Council. No item requiring action may be placed on the agenda later than seven (7)

days before a regular meeting and less than twenty-four (24) hours prior to the time of a special meeting, unless as considered in Section 4 of this Article. Unless the subject is of an emergency nature, no material will be received by Council on the meeting night.

SECTION 3. *Delivery.* It shall be the responsibility of the President of Council to make sure that the agenda is delivered to the members of Council on the Friday before a regular meeting, and not less than twenty-four (24) hours prior to the time of a special meeting.

SECTION 4. *Changes.* Any change to the published agenda shall not be made, other than by a majority vote of Council, on a motion to amend, which shall not be debatable, except for a brief statement of necessity, by the maker of the motion. Such motion shall require no second.

All matters listed under Item 10, Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of items listed on the Consent Agenda. However, if discussion is desired on a particular item(s), that item will be removed from the Consent Agenda and will be considered separately.

The Clerk of Council shall read aloud the items considered as part of the Consent Agenda before there is a motion for approval.

A typical motion for approval: "I move that the Consent Agenda items 'a' through 'e' be approved as indicated," followed by a roll call vote, **or** a typical motion to remove an item might be, "I move that we approve the Consent Agenda items 'a' through 'e' with the exception of item 'c'," followed by a roll call vote.

SECTION 5. *Order of Business.* The agenda should reflect the following order of business:

- Roll Call
- Approval of Agenda
- Approval of Minutes
- Community Comments/Presentations
- Communications
- Proclamations
- Motions
- Reports
 - City Officials
 - Standing Committees
 - Special Committees
- ~~Legislative Action One Reading Only~~ Resolutions
- Consent Agenda
- Procedural readings:
 - First readings
 - Second readings
- Legislative Action:

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Third readings
Other Council Matters
Adjournment

It should be noted, that this section is directory in nature and not mandatory, and is subject to the discretion of the presiding officer.

ARTICLE VI - RULES OF ORDER

SECTION 1. Rules of Order. All deliberations of Council shall be governed by the Constitution of the United States, the Constitution of the state of Ohio, the Revised Code of Ohio, the City of Reynoldsburg Charter, duly enacted ordinances and resolutions of the City of Reynoldsburg, Ohio, the Rules of Council of the City of Reynoldsburg, Ohio as contained herein, and in those areas of parliamentary procedure not specifically set forth in the foregoing documents, Roberts Rules of Order, Newly Revised.

ARTICLE VII – LEGISLATION

SECTION 1. Definitions.

- Ordinance: Refers to the type of action by Council, which is of a general or permanent nature, creates a right, grants a franchise, or involves the expenditure of money, the levying of a tax, or authorizes the purchase, lease, sale, or transfer of property.
- Resolution: Refers to a declaration of intent or purpose, the authorization of some temporary act or administrative procedure and the approval of any contract involving the expenditure of money that has been appropriated by ordinance. A resolution may initiate, direct, or carry out administrative duties and functions, which are granted to the legislative body under statutory laws, the City of Reynoldsburg Charter, or municipal ordinance.
- Motion: Refers to an action used to conduct the business of Council, in procedural matters, for elections conducted among Council members, appointments by Council, resolutions of expression by Council, decisions not requiring ordinance or resolution, and as otherwise provided in the CRC.
- Majority: ~~Four~~ Five (45) members of Council shall constitute a majority for the normal transaction of business.
- 2/3 Majority: A two-thirds (2/3) majority shall mean ~~five-six~~ (56) members of Council.
- 3/4 Majority: A three-fourths (3/4) majority shall mean six (6) members of Council.

SECTION 2. Form of Action of Council. Except as otherwise provided in the CRC, action of Council shall be by ordinance, resolution, or motion. Motions shall be used to conduct the business of Council, in procedural matters, for elections conducted among Council members,

appointments by Council, and as otherwise provided in the CRC. All other action shall be taken by ordinance or resolution. No action of Council shall be invalidated merely because the form thereof fails to comply with the provisions of this Section - i.e. (Sec. 4.02 CRC).

SECTION 3. *Introduction of Legislation.* Any member of Council may introduce any ordinance or resolution, at a regular or special meeting, which shall be in written or printed form, and shall contain a concise title - i.e. (Sec. 4.02 CRC).

SECTION 4. *Form of Ordinances and Resolutions.*

- A. The form and style of ordinances and resolutions shall be determined by the Rules of Council.
- B. Each ordinance or resolution shall contain only one subject, which shall be expressed in its title, provided that appropriation ordinances may contain the various subjects, accounts, and amounts for which monies are appropriated, and that ordinances and resolutions, which are codified or re-codified, are not subject to the limitation of containing one subject - i.e. (Sec. 4.02 CRC).
- ~~C. Resolutions, primarily and exclusively for recognition, shall be adopted upon a favorable vote at the first reading.~~

SECTION 5. *Reading Ordinances and Resolutions.*

- ~~A.~~ Each ordinance ~~and resolution~~ shall be read on three different days, occurring with at least one week between readings, unless Council suspends this rule concerning readings by a vote of at least three-fourths of the members of Council, provided that ordinances ~~and resolutions~~ passed as emergency measures need not conform to this subsection, but shall be read at one meeting of Council.
- ~~B.~~ Each resolution shall be read at a single Council and be passed by a majority vote
- ~~D.~~ of its members.
- ~~C.~~ Ordinances and resolutions shall be read by title only, unless Council determines _____ that a reading shall be in full by a majority vote of its members - i.e. (Sec. 4.04
- ~~E.~~ _____ CRC).
- ~~D.~~ Suspension. Any provision of this Article, except as noted in Section 4, may be
- ~~F.~~ _____ suspended by an affirmative vote of a three-fourths majority of Council (CRC 4.04).

SECTION 6. *Vote Required for Passage.* The vote on the question of passage of each ordinance, resolution, and motion shall be taken by “ayes” and “nays,” and entered into the Journal. No vote shall be passed without concurrence of a majority of the members of Council. Each ~~emergency~~ ordinance or resolution ~~and each ordinance or resolution~~ vetoed by the Mayor, which is subsequently approved by Council over-riding the Mayor’s veto, shall require the affirmative vote of at least two-thirds of the members of Council for enactment.

SECTION 7. *Emergency Legislation.* Each emergency ordinance ~~or resolution~~ shall determine that the ordinance ~~or resolution~~ is necessary for the immediate preservation of the public peace, health, or safety or that its passage is urgently required for the financial needs of the City's government and shall contain a statement of the necessity or urgency requiring its passage as an emergency measure - i.e. (Sec. 4.07 CRC).

If an emergency ordinance ~~or resolution shall fail~~ to receive the required two-thirds affirmative vote, but receives the necessary majority for passage as non-emergency legislation, it shall become effective as non-emergency legislation.

SECTION 8. *Pending Legislation.*

- A. All ordinances, resolutions, and motions that have been postponed in excess of six (6) months shall be considered null and void. Any further action on the subjects covered shall be reintroduced as new legislation.

SECTION 9. *Amending Legislation.* Amendments to proposed legislation shall be made at a Council meeting or appropriate Committee meeting.

SECTION 10. *Reconsidering.* An action of Council can be reconsidered by the implementation of a Vote to Reconsider. Such a motion shall be made by a member of the prevailing side and done at (1) the same meeting or (2) the next meeting of Council following the meeting, at which the action to be reconsidered, occurred. A member of the prevailing side is defined as a member who voted for an action that passed or against an action that was defeated.

SECTION 11. *Publication.* A summary of every ordinance or resolution shall be published on the City's website within fourteen days after its final passage and no other publication shall be required.

ARTICLE VIII - RULES OF DISCUSSION

SECTION 1. *Policy.* Council will provide an opportunity for the public to address Council on agenda and non-agenda items. However, in order to expedite business, the rules of discussion contained in this Article are set forth as the official policy of Council. Speaker slips shall be filled out completely including name, address, organization represented, if any, the agenda item to be addressed, the subject, if the person wishes to address a non-agenda item, and shall be filed with the Clerk of Council prior to the start of the meeting.

SECTION 2. *Duty of Presiding Officer.* The Presiding Officer shall recognize Councilmembers and other persons, who wish to address Council, prior to such member or person taking the floor. All persons, not personally known by Council, shall furnish their name, address, and the reason for their appearance upon request of the Presiding Officer prior to being recognized.

The Presiding Officer may utilize the following rules when exercising control of the discussion on any ordinance, resolution, motion, or when a member of the public wishes to address Council:

- A. All Councilmembers shall speak only from their place at Council table, while all other persons addressing Council shall do so from a place so designated;
- B. No public person shall be permitted to speak longer than three minutes at any one time or no longer than a total of five minutes;
- C. No public person shall be permitted to speak more than two times;
- D. No public person shall be permitted to speak a second time until all persons have been given the opportunity to be heard at least once;
- E. If the subject does not concern the legislative responsibilities of Council, the Presiding Officer may refer the person to the proper administrative officer, another public forum, or deny the request to speak;
- F. No member or person shall use language or subject matter containing obscenity or partisan political propaganda;
- G. No member or person shall conduct themselves in a disorderly manner or engage in disruptive behavior;
- H. All members and persons addressing Council shall be subject to the duty of the Presiding Officer to preserve the order and decorum of a public meeting;
- I. The Presiding Officer, subject to a challenge by a majority of Council, may refuse the floor to any member or person where the tactics are obviously dilatory and not in the best interest of Council;
- K. The above rules may be suspended to permit unlimited debate, by a vote of three-fourths majority of Council.

ARTICLE IX - VOTING

SECTION 1. Voting. Except as otherwise provided in these rules, the Ohio Revised Code, or the CRC, all resolutions and ordinances will be voted upon in open council and shall be oral roll call votes. The roll call voting shall be different from successive meetings as called by the Clerk. The Clerk shall call the roll and each Councilmember shall respond with either an affirmative or dissenting response or by abstaining. No other comment will be considered proper during voting. The Clerk must record the vote and the same shall be preserved in the minutes of the meeting. After the vote is complete, the Presiding Officer shall announce the results thereof. Except as otherwise provided herein or by law (U.S.C., O.R.C., C.R.C.), a majority shall carry any resolution, ordinance, or motion. ~~The President of Council shall vote only to break a tie.~~ No question concerning the vote of any member will be proper, after the vote is called.

SECTION 2. Abstaining Vote. No member shall be questioned concerning an abstaining vote. The decision to abstain is a personal matter to each member and under no condition may this action be challenged. Each member is urged to use careful discretion in this matter. An abstaining vote shall not be counted as either an affirmative or dissenting vote, but shall be considered neutral.

If a member anticipates abstaining due to a conflict of interest, they are encouraged to refrain from participating in the discussion and announcing the conflict prior to the beginning of the discussion or at such time as the conflict becomes apparent to the Councilmember.

ARTICLE X - EXPENDITURE OF COUNCIL FUNDS

SECTION 1. *Prior Approval of Expenditures.* Prior approval must be obtained before any member of Council, including the President of Council and the Clerk of Council, may attend a conference or seminar. Upon completion of the conference or seminar, every member of Council, including the President of Council and the Clerk of Council attending a conference or seminar, shall provide an agenda or other printed material relevant to the subject matter covered to the Clerk for filing with the “Prior Approval” form. Prior approval is defined as the approval by two of the four standing committee chairpersons and the acknowledgement of the President of Council, or the President Pro Tempore of Council in the absence of the President. Prior Approval forms may be obtained from the Clerk.

Clerk of Court**Leslie Clark****7232 E. Main Street****Reynoldsburg OH 43068****614-322-6852 phone****Memo****DATE: December 5, 2022****TO:****CC:****RE: COURT REPORT MONTH ENDING SEPTEMBER 2022**

I am submitting monies collected from the courts held on, 9/1, 9/8, 9/15, 9/22 and 9/29/22. I am also submitting monies collected during the same period pursuant to City Ordinance No/s. 146-94 and 104-02.

Fines & Waivers/Bond Costs/OLF Releases/Bond Forfeitures Order In	(#110.4512)	\$
10,080.00		

Court Costs & Misc. Costs Assessed	(#110.4510)	\$	11,888.50
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Sub-Total (To General Revenue Fund)		\$
21,968.50		

Computerization Needs Fund	(#211.4510)	\$	1,726.00
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Enforcement & Education Fund	(#293.4616)	\$
0.00		

Sub-Total		\$	1,726.00
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Clerk of Court**Leslie Clark****7232 E. Main Street****Reynoldsburg OH 43068****614-322-6852 phone****Total Amount Submitted****\$ 23,694.50**

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 phone****Memo**

DATE: December 5, 2022**TO:****CC:****RE: West Licking Fire District Report - October & November**

OCTOBER BOARD STATS

Total Calls by Township/City	
Etna	90
Harrison	72
Jersey	10
Kirkersville	12
New Albany	5
Pataskala	249
Reynoldsburg	101
Hebron	43
Union	52
Mutual Aid	63
Total	697

Apparatus Name	
45B401	127
45E402	45
45E405	34
45M401	178
45M402	91
45M403	158
45M404	171
45M405	41
45M406	115
45R401	109
45E406	72
45TWR403/E403	121

Total Calls by Shift		
Shift		Total
1 Unit		238
2 Unit		222
3 Unit		237
Total		697
Total Calls by Station		
Station		Total
Station 401		178
Station 402		80
Station 403		104
Station 404		156
Station 405		48
Station 406		131
Total		697

Mutual Aid Response	
M/A Received	M/A Given
45	63

District Response Average	
	4:48

Dispatch to On scene Average	
Etna	5:22
Harrison	4:32
Jersey	4:59
Kirkersville	5:22
New Albany	5:15
Pataskala	4:48
Reynoldsburg	4:44
Hebron	2:52
Union	5:23

NOVEMBER BOARD STATS

Total Calls by Township/City	
Etna	116
Harrison	79
Jersey	15
Kirkersville	11
New Albany	7
Pataskala	265
Reynoldsburg	92
Hebron	54
Union	50
Mutual Aid	78
Total	767

Total Calls by Shift	
Shift	Total
1 Unit	276
2 Unit	253
3 Unit	238
Total	767
Total Calls by Station	
Station	Total
Station 401	203
Station 402	94
Station 403	146
Station 404	133
Station 405	55
Station 406	136
Total	767

Apparatus Name	
45B401	156
45E402	47
45E405	61
45M401	191
45M402	93
45M403	195
45M404	162
45M405	32
45M406	117
45M407 Event Medic	
45R401	131
45E406	81
45TWR403/E403	136

Mutual Aid Response	
M/A Received	M/A Given
49	78

District Response Average	
	4:59

Dispatch to On scene Average	
Etna	5:46
Harrison	4:49
Jersey	4:41
Kirkersville	4:55
New Albany	5:55
Pataskala	4:40
Reynoldsburg	5:21
Hebron	2:58
Union	5:51

Parks & Recreation Dept.**Donna Bauman****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6879 Phone****ORDINANCE REQUEST****DATE: December 5, 2022****TO: Development, Parks and Recreation Committee****RE: Purchase cameras, licenses, material and installation \$33,118.82**

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
-------------------------	--------------------------	--------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Immediate preservation of the public peace, health, or safety

Requesting emergency passage at the second reading.

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT
WITH SILCO FIRE & SECURITY TO PURCHASE TWO CAMERAS, CAMERA
LICENSES, AND RELATED EQUIPMENT FOR THE REYNOLDSBURG PARKS AND
RECREATION DEPARTMENT, WAIVE COMPETITIVE BIDDING, AND
DECLARING AN EMERGENCY**

WHEREAS, the City of Reynoldsburg Parks and Recreation Department requests authorization to purchase and install Silco Fire and Security cameras and related equipment for Civic Park; and

WHEREAS, the total not to exceed cost of the camera's, related equipment and installation of thirty-three thousand, one hundred eighteen dollars and eighty-two cents (\$33,118.82); and

WHEREAS, the funds are available from the 2022 Budget; and

Parks & Recreation Dept.**Donna Bauman****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6879 Phone**

WHEREAS, the Reynoldsburg City Council does hereby authorize the purchase of said cameras and related equipment and further authorizes the Mayor to execute any documentation necessary to effectuate said purchase.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the Mayor be and is hereby authorized to purchase and install cameras and related equipment not to exceed \$33,118.82.

SECTION 2. That an amount of \$33,118.82 is available as part of the Parks and Recreation Department 2022 Budget.

SECTION 3. That pursuant to section 175.01 (d) of the Codified Ordinances of the City of Reynoldsburg, competitive bidding is waived for the professional services provided by Silco Fire & Security.

SECTION 4. That this Ordinance is to be deemed an emergency measure necessary for the financial needs of the City to utilize these funds and complete the project prior to the end of 2022; wherefore upon adoption by the Council, this Ordinance shall be in effect upon the signature of the Mayor.



2345 Southwest Blvd., Columbus, OH 43123
 PHONE: (614) 449-2101 FAX: (614) 782-6207

Email: service@silcofs.com

Website: www.silcofs.com

CONTACT: Donna Bauman
COMPANY: City Of Reynoldsburg
ADDRESS: Parks and Rec Dept
PHONE: (614) 832-1426

November 17, 2022

Email: dbauman@ci.reynoldsburg.oh.us

Bid Proposal is as follows:

Add Cameras to Civic Park

- 3 – Inaxsys / Exacq Camera Licenses
- 2 – 4 sensor 360 Degree camera 4K
- 1 – 4K Outdoor Bullet Camera Varifocal
- 1 – Panasonic Edge License Plate recognition AI software
- 1 – Network Switch
- 1 – 8TB Hard Drive (Additional Storage)
- 1000 – Ft Fiber with LC connectors
- 2 – Fiber SFP modules
- 2 – 16' Pole Aluminum 4" Direct Burial
- 2 – Pole Camera Mounts
- 1 – Outdoor Nema Enclosure for Electric and Network Switch
- 2 – Pole Mount for Nema enclosure
- 2 – 6AWG wire for electric outlet
- 1 – 10AWG wire for Ground
- 1 – Conduit and Fittings
- 1 – Wire and Connectors
- 1 – Labor to Install

Total: \$33,118.82

Underground Directional boring PROVIDED By Other. (RMW Drilling)
Permit fees will passed through if needed.

Terms & Conditions

1. Payment Terms: or other Agreement
 - 50% down payment with order (Must be received before equipment is ordered)
 - 50% upon completion (Must be received before final test)
2. The quoted price is valid for 60 days and **does not include** tax and permit cost. Silco will provide design, submittal package, permitting, installation, project management, testing and final acceptance testing with the local authority having jurisdiction. The quoted price does not include premium time installation (outside of Silco's normal business hours) or union / prevailing wage labor.
3. For water based fire protection systems, it is the customer's responsibility to consult with their engineer/architect, insurance company, fire department, and any other Authority Having Jurisdiction to confirm the occupancy and commodity storage classification Silco has been requested to design to is correct and meets their design requirements.
4. Silco will provide a pre-installation meeting on site to review installation procedures, schedules, safety issues or other items as needed. This proposal is based on Silco technicians having complete access to the facility. If sufficient access is not available, Silco will inform the customer and an alternate plan will be established.
5. The control panels will need a dedicated 120VAC circuit (customer responsibility). Interlocks, fan shutdown and/or damper activation circuits (if applicable), monitoring and other auxiliary functions are not included in the quoted price. Silco will provide dry contacts located inside the control panel for interlocks.
6. For total flood clean agent fire suppression systems, sealing of room is critically important; it must be sealed well enough to hold the required agent concentration for a specified period of time. The quoted price does not include sealing of the hazard (sealing/caulking penetrations, door closers, door sweeps, etc.). One "Door Fan Room Integrity Test" is included to verify if the room is sufficiently sealed to meet fire code requirements.
7. If the system is to be monitored by Silco's Monitoring Center, then Silco's annual monitoring agreement will be required. The customer needs to provide a contact call out list including contact names and phone numbers. If phone lines are going to be used for monitoring, they need to be POTS phone lines (not VOIP). Customer is required to install RJ31X jack(s) upstream from any phone system in compliance with NFPA 72 and extend phone line(s) from DMARC to the fire alarm communicator location.

8. Shipment of equipment can be made in approximately 30 days within receipt of order. Silco cannot guarantee the delivery date of the equipment. We are subject to our supplier's inventory and stock. In order to process the equipment order and installation, the down payment is needed as soon as possible.
9. Installation will start upon approval of plans by authority having jurisdiction. Silco will notify the customer when permit has been issued.
10. Revisions to original approved design will be billed separately, including any AHJ required changes.
11. Upon completion, Customer is responsible for verifying the work completely fulfilled the scope of work and for notifying Silco in writing of any additional items believed to be needed to fulfill the scope. Customer acknowledges that all system configuration and policy decisions are solely those of Customer and that Customer is solely responsible for the administration of the system, including inspection, testing, and maintenance.
12. Silco warrants that in the event any equipment installed by Silco becomes defective within 90 days from the date of installation, Silco shall replace or repair the defective equipment without charge to the customer. REPAIR AND REPLACEMENT AS STATED HEREIN IS THE SOLE AND EXCLUSIVE REMEDY. For this warranty to remain valid, the customer must complete the inspections, testing, and maintenance required by the manufacturer and NFPA. For Ansul clean agent fire suppression systems, see Ansul's terms and conditions regarding Ansul's Environmental and Evergreen Warranties.
13. LIMITATIONS OF LIABILITY: Silco is not an insurer. The amounts payable to Silco are based upon the value of the services and the scope of liability herein and are unrelated to the value of the Customer's property or property of others located in the premises. No suit or action shall be brought against Silco more than one (1) year after the accrual of the cause of action. If Silco is found negligent or otherwise liable for any goods sold and/or work performed, *then Silco's liability shall be limited to Maximum of Silco's available primary insurance policy coverage..* Silco shall not be liable for any claims for any improper and/or imperfect performance based on the failure of any system to function effectively due to causes beyond the control of Silco, such as wear and tear, tampering, changes to the protected areas, failure of Customer to authorize modifications or repairs or conduct required or recommended inspection/testing/maintenance, intentional and/or violent acts of third parties against Customer's employees, students, or others on the premises, and faulty design/installation by others.
14. WARNING & ADDITIONAL LIMITATION OF LIABILITY: All Fire Suppression Systems create noise prior to and during a system discharge. Recent incidents have found certain computer equipment, including hard drives, may be sensitive to noise, and in some cases has resulted in data loss/corruption and/or physical hard drive damage. For more information see the section titled Protection of Spaces Containing Hard Drives at www.silcofs.com/terms. Silco shall have no liability for damages caused by noise, vibrations, or water. This limitation of liability applies regardless of the cause of the system discharge, including an accidental discharge caused by a Silco employee or representative.
15. If the Customer approves Silco to proceed with this proposal, whether by signing below, approving verbally, approving by email, issuance of a purchase order, or other means of approval, it shall be deemed as Customer's acceptance of the entire proposal including these Terms & Conditions. Silco hereby objects to any additional or different terms or conditions contained in Customers' purchase order, agreement, acknowledgement, or other Customer document that has been issued or will be issued. Silco's Terms & Conditions shall control the obligations of the parties and supersedes all prior representations, understandings, or agreements between Silco and the Customer, both written and oral.
16. If Customer and Silco have signed or signs in the future Silco's alarm system monitoring agreement, then the terms and conditions of that agreement shall govern for any services listed in that Agreement.
17. If any provision of these Terms & Conditions is found by a court or other competent authority to be void or unenforceable in whole or in part, these Terms & Conditions will continue to be valid as to the remainder of the affected provision and all other provisions of these Terms & Conditions.
18. The laws of Ohio shall govern the validity, enforceability, and interpretation of these Terms & Conditions

To accept this proposal, please sign below and return a copy to our office.

(Signature)

(Date)

(Title)

Silco Fire and Security _____ Monty Mills

Monty Mills

Development Department**Melissa Butler****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Development, Parks and Recreation Committee

RE: Waggoner Road Townhome Plat Approval

Approval:

Completed Joe Begeny	Completed Chris Shook	Stephen Cicak
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AN ORDINANCE TO APPROVE THE FINAL PLAT PLAN FOR THE WAGGONER ROAD TOWNHOME DEVELOPMENT, AND DECLARING AN EMERGENCY

WHEREAS, John Spagnolo submitted the Waggoner Road townhome development final plat consisting of 9.1 acres for approval; and

WHEREAS, the Planning Commission met on November 3, 2022, reviewed and approved the preliminary development plan for Waggoner Road townhome development.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1: That the final plat for Waggoner Road townhome development, particularly parcel numbers 060-008195, 060-009282, and 060-000208.

SECTION 2: That the City Engineer has certified that the Waggoner Road townhome development plan meets all requirements of storm water and design requirements.

Development Department**Melissa Butler****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone**

SECTION 3: That said the final plat for Waggoner Road townhome development is attached as Exhibit A and are made a part herein.

SECTION 4: That this Ordinance is to be deemed an emergency measure necessary for the health, safety, and welfard of the City and to allow the developer of the project to move forward; wherefore upon adoption by the Council, this Ordinance shall be in effect upon the signature of the Mayor.

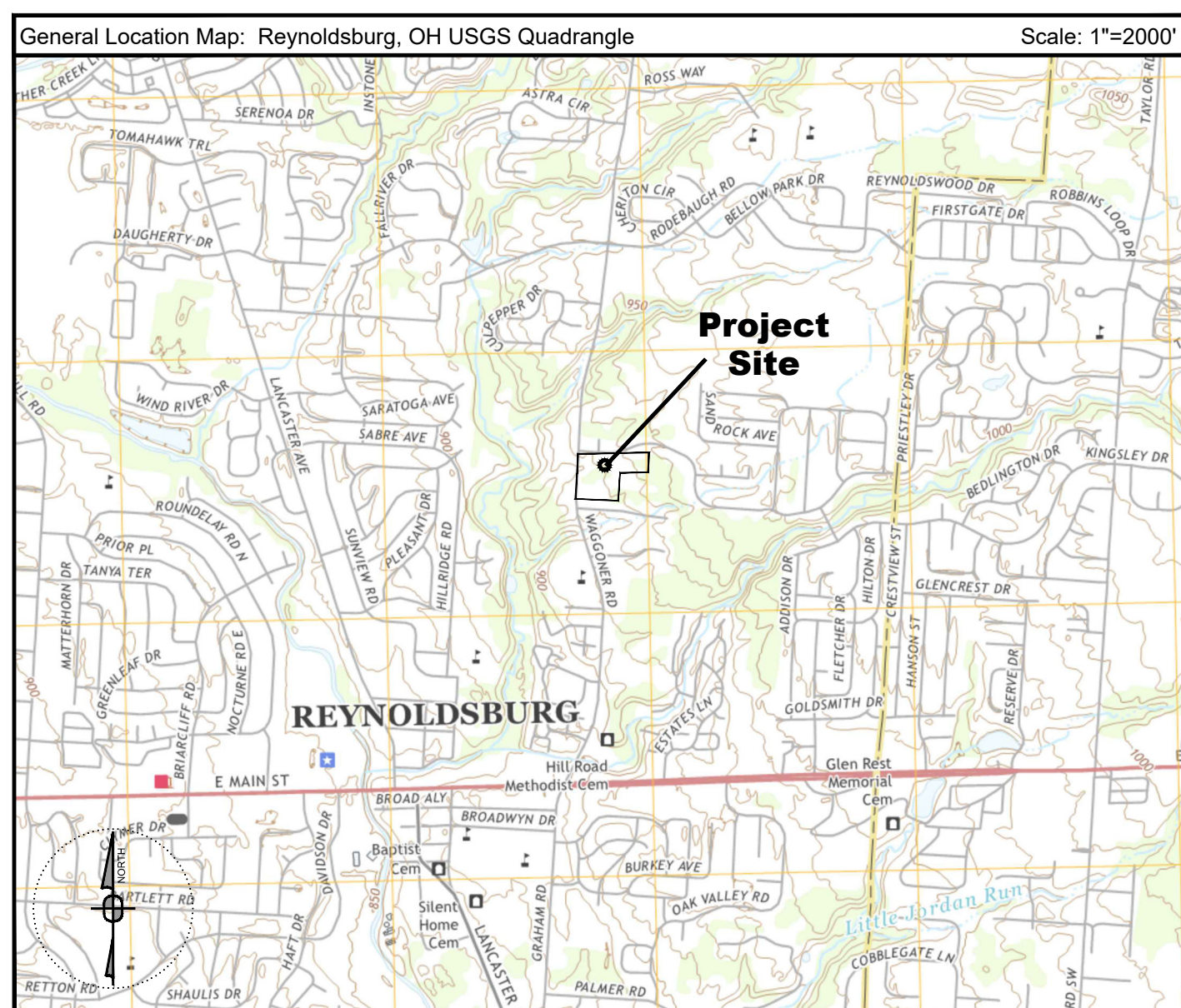
FINAL SUBDIVISION AND LAND DEVELOPMENT PLANS

WILSON RIDGE

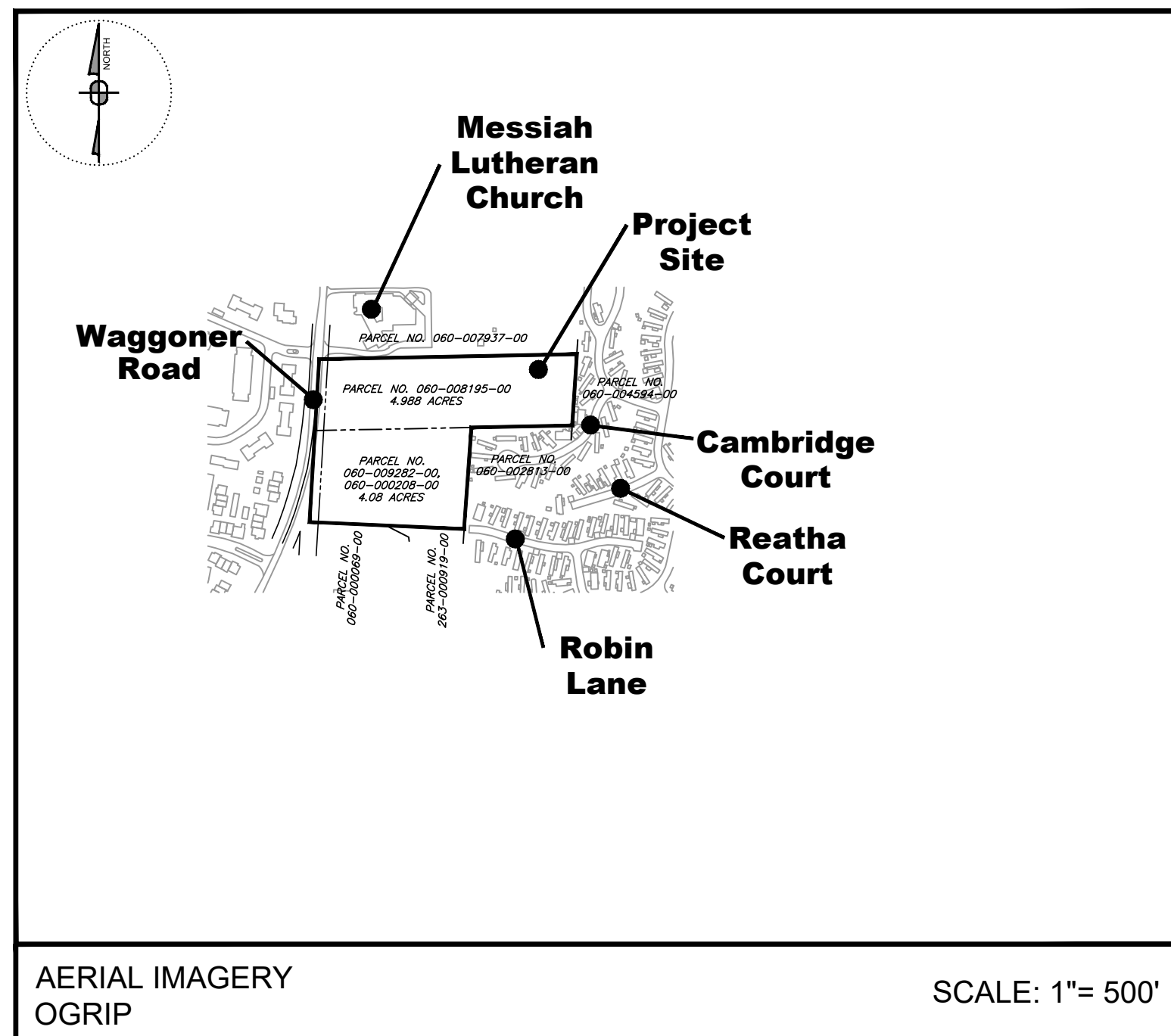
TOWNHOME DEVELOPMENT

Plot, Grade & Utility plan

VICINITY MAP



SITE LOCATION MAP



City of Reynoldsburg, County of Franklin, State of Ohio

Prepared For:

Waggoner Road Development, LLC

257 Grove City Road
Slippery Rock, PA 16057
John Spagnolo - 412-841-9657
johns@sandyhilldev.com

Preliminary Submission Date: January 13, 2021

Preliminary Resubmission Date: March 22, 2021

Final Submission Date: October 14, 2021

Final Resubmission Date: December 7, 2021

Final Resubmission Date: February 17, 2022

Final Resubmission Date: March 21, 2022

Final Resubmission Date: April 7, 2022

Signatures below signify only concurrence with the general purpose and general location of the project. All technical details remain the responsibility of the engineer preparing the plan.

APPROVED BY:

Director of Public Service
City of Reynoldsburg, Ohio

City Engineer
City of Reynoldsburg, Ohio

Superintendent of Water/Wastewater Division
City of Reynoldsburg, Ohio

Superintendent of Street Division
City of Reynoldsburg, Ohio

Chief of Fire Department
Fire District Name

Planning & Zoning Administrator
City of Reynoldsburg, Ohio

Floodplain Administrator
City of Reynoldsburg, Ohio

Note: Approval on the part of the City of Columbus is given pursuant to the provisions of the Sewer Service Agreement with the City of Reynoldsburg, Ohio, on November 7, 2002; Ordinance No. 2201-94, and all subsequent amendments thereof.

City of Columbus signatures below signify only concurrence with the general purpose and general location of the project. All technical details remain the responsibility of the engineer preparing the plan. Approval of Sanitary Sewers Only.

Administrator, Division of Sewerage & Drainage
City of Columbus, Ohio

Director, Department of Public Utilities
City of Columbus, Ohio

Prepared By:

Sheffler & Company, Inc.
ENGINEERING • SURVEYING

1712 Mount Nebo Road
Sewickley, PA 15143

Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

SHEET NO.	STANDARD DRAWINGS LIST
C411	CASING PIPE, SPACERS, & END SEALS (WA-17)
C701	TYPICAL SHARED-USE PATH PAVEMENT (R-20)
C702	PAVEMENT REPLACEMENTS FOR DRIVEWAYS (R-3)
C702	PAVEMENT REPLACEMENT (TEMPORARY) (R-4)
C702	PAVEMENT DESIGN SPECIFICATIONS FOR PUBLIC AND PRIVATE STREETS (R-18)
C702	STREET NAME SIGN (R-19)
C702	STANDARD ALLEY / ACCESS DRIVE APPROACH (R-12)
C702	TYPE 1 BEDDING FOR FLEXIBLE SEWER PIPE (SA-1/ST-1)
C703	TYPE "C" MANHOLE (SA-3/ST-3)
C703	PRECAST MANHOLES (SA-4/ST-4)
C703	MANHOLE STEP (SA-6/ST-6)
C703	36-IN MANHOLE FRAME & COVER FOR SANITARY MANHOLE (SA-7)
C703	LID FOR TYPE "C" SANITARY MANHOLE (SA-8)
C703	MODIFIED HEIGHT MANHOLE FRAME GROUND RIM (SA-9)
C703	24-IN BOLT-DOWN FRAME & COVER (SA-10)
C703-C704	TYPICAL SANITARY SERVICE CONNECTION, RISER, AND CLEANOUT (SA-11)
C704	TYPICAL SERVICE RISER (SA-12)
C704	INSIDE DROP & OUTSIDE DROP FOR MANHOLES (SA-13)
C704	STANDARD CATCH BASIN (ST-13)
C704	24-IN CAST IRON FRAME & COVER FOR STORM MANHOLE (ST-7)
C704	GRATED LID FOR STORM MANHOLE (ST-8)
C704	36-IN MANHOLE FRAME & COVER FOR STORM MANHOLE (ST-9)
C705	TYPE 1 BEDDING FOR FLEXIBLE WATER PIPE (6-IN TO 10-IN) & DUCTILE IRON WATER PIPE (6-IN TO 24-IN) (WA-1)
C705	INSTALLATION OF POLYETHYLENE ENCASUREMENT FOR DUCTILE IRON PIPE (WA-2)
C705	INSTALLATION OF POLYETHYLENE ENCASUREMENT FOR SERVICE TAPS, AIR RELEASE VALVES, BLOW-OFFS, & SIMILAR APPURTENANCES (WA-3)
C705	3/4-IN THROUGH 2-IN COPPER WATER SERVICE (WA-4)
C705	3/4-IN THROUGH 2-IN PLASTIC WATER SERVICE (WA-4A)
C705	CONCRETE VALVE SUPPORTS (WA-5)
C705	CONCRETE BACKING FOR HORIZONTAL BENDS (WA-6)
C705	CONCRETE BACKING FOR VERTICAL BENDS (OVER BENDS ONLY) (WA-7)
C706	CONCRETE BACKINGS FOR TEES (WA-8)
C706	HEAVY DUTY VALVE BOX (TRAFFIC TYPE) (WA-9)
C706	TYPICAL TYPE "A" FIRE HYDRANT (WA-10)
C706	TYPICAL TYPE "A" FIRE HYDRANT SETTINGS (DOUBLE VALVE SET UP IN CURB) (WA-11)
C706	TYPICAL FIRE HYDRANT SETTING TYPE "B" & TYPE "B" MODIFIED FOR MECHANICAL JOINT TEES (WA-12)
C706	TYPICAL FIRE HYDRANT SETTING (TO ELIMINATE EXCESSIVE BURY) (WA-13)
C706	STAINLESS STEEL TAPPING SLEEVE (WA-15)
C707	WATER SERVICE IN CUL-DE-SACS (WA-16)
C707	INTERIOR METER SETTING FOR WATER METERS 5/8-IN TO 1-IN (WA-25)
C707	TYPICAL AUXILIARY METER SETTING (WA-25A)
C707	INTERIOR METER SETTINGS 1-1/2-IN AND LARGER (WA-26)
C707	BACKFLOW METER SETTING WITH BACKFLOW PREVENTER (INSIDE BUILDING ONLY) 2-IN THROUGH 12-IN METERS (WA-27)
C707	BACKFLOW PREVENTER SETTING FOR DOUBLE CHECK & REDUCED PRESSURE ASSEMBLIES (WA-28)
C707	BACKFLOW PREVENTER SETTING INSTALLATION RULES (WA-28)
C708	PRECAST CONCRETE METER PIT 3-IN METER & LARGER (WA-29)
C708	FIRE SERVICE WITH DOMESTIC WATER SERVICE METER SETTING (WA-30)
C708	DOUBLE CHECK DETECTOR ASSEMBLY FOR FIRE SERVICE ONLY 3-IN THROUGH 18-IN (WA-31)
C708	DOUBLE CHECK DETECTOR ASSEMBLY FOR FIRE SERVICE ONLY 3/4-IN THROUGH 2-IN (WA-32)
C708	TYPICAL RESIDENTIAL INSTALLATION OF PRESSURE VACUUM BREAKER FOR IRRIGATION SYSTEM (WA-33)

DRAWING SCHEDULE

SHEET NO.	DRAWING TITLE
C000	Title Sheet
C100	Existing Conditions Survey
PLAT 1 of 4	Wilson Ridge Townhome Subdivision Plat (Title Sheet)
PLAT 2 of 4	Wilson Ridge Townhome Subdivision Plan (Lot Subdivision)
PLAT 3 of 4	Wilson Ridge Townhome Subdivision Plan (Drainage Easements)
PLAT 4 of 4	Wilson Ridge Townhome Subdivision Plan (Sanitary & Utility Easements)
C200	Site / Grading Plan
C210	Street Profiles
C300	Storm Sewer Plan
C310	Storm Sewer Profiles
C400	Sanitary Sewer / Utility Plan
C410	Sanitary Sewer Profiles
C411	Water Line Profiles
C700-C708	General Notes & Site Details
C1000	Landscape Plan
C1100	Builder Planting Options
C1200	Traffic Circulation Plan
C1300	Building Elevations
C1400	Lighting Plan

NOTES:

- ANY AND ALL CONSTRUCTION WORK RELATED TO EARTH MOVING OR OTHER EXCAVATION SHALL ONLY BE PERFORMED UNDER THE SUPERVISION OF A LICENSED PROFESSIONAL GEOTECHNICAL ENGINEER, OR OTHER APPROVED PROFESSIONAL REPRESENTATIVE, WITH KNOWLEDGE AND EXPERIENCE IN THE INTERPRETATION OF ALL ISSUES RELATED TO GEOTECHNICAL ENGINEERING AND CONSTRUCTION ACTIVITIES.
- SANITARY SEWER MEETS OR EXCEEDS CITY OF COLUMBUS DESIGN STANDARDS (INCLUDING PER CAPITA FLOW, PEAKING FACTOR, AND I/I ALLOWANCE) AND MATERIAL SPECIFICATIONS.

Gary Sheffler, Jr., PE No. E-87291

Date

Gary A. Sheffler, PS No. 8480

Date

EQUIVALENT RESIDENTIAL UNITS

1 EQUIVALENT RESIDENTIAL UNIT (ERU) = 2,530 SQ. FT.
1 - 22'x42' UNIT = 924 SQ. FT., 1 - 24'x40' UNIT = 960 SQ. FT.

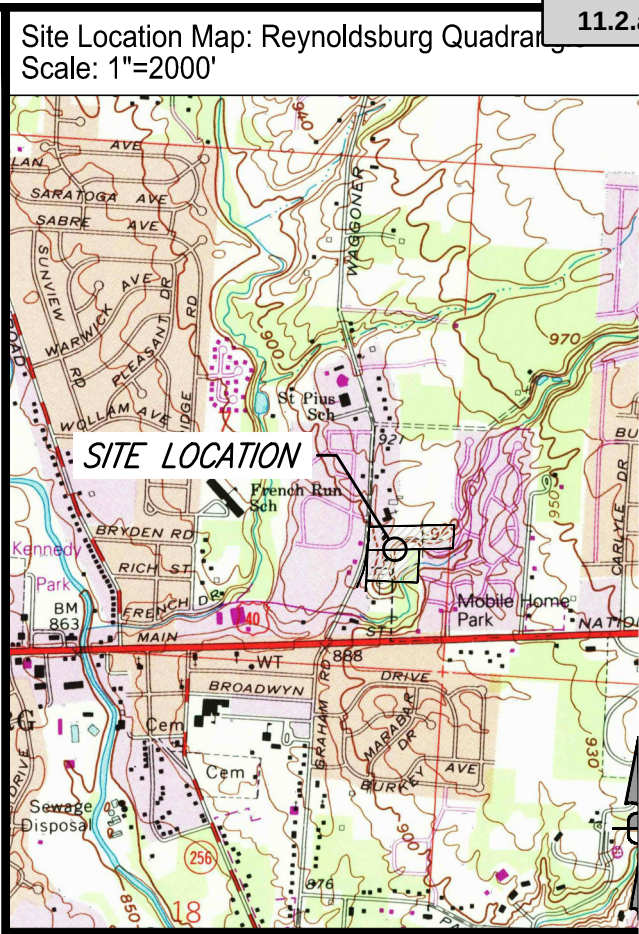
20 - 22'x42' UNIT = 18,480 SQ. FT.
61 - 24'x40' UNIT = 58,560 SQ. FT.

IMPERVIOUS AREAS (ROADS, SIDEWALKS, ETC.) = 100,250 SQ. FT.

WILSON RIDGE ERUs = 70.07 ERU

CC-19674

C000



ZONING INFORMATION:

TRURO TOWNSHIP DOES NOT PROVIDE ZONING SERVICES NOR ISSUE BUILDING PERMITS. WITHIN THE CITY LIMITS OF REYNOLDSBURG, THE ZONING JURISDICTION WOULD BE WITH THE REYNOLDSBURG PLANNING & ZONING DEPARTMENT. THE ZONING RESTRICTIONS ARE LISTED BELOW.

THE SUBJECT PREMISES LIES WITHIN THE (SR) ZONING DISTRICT (SUBURBAN RESIDENTIAL DISTRICT).

ZONING DISTRICT: (SR) SUBURBAN RESIDENTIAL

MAX. BUILDING HEIGHT: 35 FEET MAXIMUM

MIN. LOT AREA: N/A

MIN. LOT WIDTH: 50 FEET

MIN. LOT DEPTH: 100 FEET

MIN. LOT FRONTAGE: 50 FEET

MIN. FRONT YARD: 20 FEET

MIN. SIDE YARD: 8 FEET MIN., 20 FEET MIN. AGGREGATE

MIN. REAR YARD: 30 FEET

MAX. LOT COVERAGE: 60% INCLUDING IMPERVIOUS AREAS

ZONING INFORMATION WAS OBTAINED FROM:

THE CITY OF REYNOLDSBURG
WEBSITE: www.ci.reynoldsburg.oh.us/departments/development/zoning-information.asp
ZONING ADMINISTRATOR
EMILY WHEELER, ZONING ADMINISTRATOR
CITY OF REYNOLDSBURG
2332 EAST MAIN STREET
REYNOLDSBURG, OH 43068
PH: (614) 322-6829

UTILITY SERVICE INFORMATION:

TELEPHONE: CHARTER COMMUNICATIONS
ELECTRIC COMPANY: AEP OHIO (USIC)
FIBER OPTIC: BLACK & VEATCH
GAS: COLUMBIA GAS OF OHIO COLUMBUS DIVISION
FIBER OPTIC: MCI
WATER: CITY OF REYNOLDSBURG WATER/WASTEWATER DEPT.
SANITARY SEWER: CITY OF REYNOLDSBURG WATER/WASTEWATER DEPT.

General Notes:

1. MERIDIAN SHOWN HEREON IS BASED ON GRID NORTH PER GPS OBSERVATIONS CONDUCTED IN THE OHIO SOUTH STATE PLANE NAD 83. INTERIOR ANGLES FOR THE EXISTING PROPERTIES SHOWN HEREON ARE BASED UPON DEEDS AND PLANS OF RECORD.
2. THE UNDERGROUND UTILITIES SHOWN ON THIS SURVEY HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION, MARKINGS PROVIDED BY THE UTILITY COMPANIES AND EXISTING DRAWINGS OBTAINED FROM THEIR UTILITY COMPANIES. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA. EITHER IN SERVICE OR ABANDONED. THE SURVEYOR OR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM AVAILABLE INFORMATION. ALL UTILITIES SHOULD BE VERIFIED BY THE CONTRACTOR PRIOR TO ANYALL CONSTRUCTION PROJECTS.
3. VERTICAL CONTROL SHOWN HEREON IS NAVD 88 BASED UPON FIELD OBSERVATIONS PER GPS OBSERVATIONS ALONG WITH LIDAR CONTOUR DATA OBTAINED FROM THE OHIO GEOGRAPHICALLY REFERENCED INFORMATION PROGRAM (OGRIIP) FOR THE AREA OUTSIDE OF THE SURVEYED AREA.
4. BY GRAPHIC PLOTTING ONLY, THE SUBJECT PREMISES LIES WITHIN FLOOD ZONE K, OTHER AREAS; FLOOD ZONE X, FLOOD ZONE AE, AND THE FLOOD ZONE AE FLOODPLAIN AREA, AS SHOWN ON FEMA FIRM MAP COMMUNITY PANEL NO. 39040C0358K, BEARING AN EFFECTIVE DATE OF 06/17/2008. ZONE X, OTHER AREAS DENOTES AREAS DETERMINED TO BE OUTSIDE OF THE 1% ANNUAL CHANCE FLOODPLAIN. ZONE X DENOTES AREAS OF 0.2% ANNUAL CHANCE FLOOD, AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE. ZONE AE DENOTES SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD WHERE BASE FLOOD ELEVATIONS HAVE BEEN DETERMINED. A FLOODPLAIN AREAS IN ZONE AE DENOTE THE CHANNEL OF A STREAM PLUS ANY ADJACENT FLOODPLAIN AREAS THAT MUST BE KEPT FREE OF ENCROACHMENT SO THAT THE 1% ANNUAL CHANCE FLOOD CAN BE CARRIED WITHOUT SUBSTANTIAL INCREASES IN FLOOD HEIGHTS.
5. THIS PLAN WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT LAND TITLE REPORT.
6. EXISTING WATER WELL(S) SHALL BE REMOVED PER FRANKLIN COUNTY HEALTH DEPARTMENT REQUIREMENTS.

REVISIONS		
NO.	DESCRIPTION	APPROVAL/DATE

LEGEND:

GUY WIRE	—GW—GW—GW—	CABLE TV MARKER	⊙
FENCE LINE	- - - - -	CATCH BASIN	⊙
U/G ELECTRIC	—E—E—E—	CABLE TV PEDESTAL	⊙
U/G COMM	—COM—COM—COM—	ELECTRIC MARKER	⊙
STREAM	~~~~~	ELECTRIC METER	⊙
TREELINE	~~~~~	ELECTRIC MANHOLE	⊙
PROPERTY ADJONER	~~~~~	ELECTRIC VAULT	⊙
SUBJECT PROPERTY	~~~~~	FIBER-OPTIC MARKER	⊙
PROPERTY EASEMENT	~~~~~	FIRE HYDRANT	⊙
ROAD CENTERLINE	~~~~~	GAS MARKER	⊙
ROAD LEGAL R/W	~~~~~	GAS METER	⊙
MAJOR CONTOUR	~~~~~	GAS VALVE	⊙
MINOR CONTOUR	~~~~~	GUY ANCHOR	⊙
OVERHEAD LINES	—OH—OH—OH—	GUY POLE	⊙
GAS UTILITY	—G—G—G—	SANITARY UTILITY	—SAN—SAN—SAN—
SANITARY UTILITY	—SAN—SAN—SAN—	STORM UTILITY	—S—S—S—
STORM UTILITY	—S—S—S—	WATER UTILITY	—W—W—W—
WATER UTILITY	—W—W—W—	ELECTRIC UTILITY	—E—E—E—
ELECTRIC UTILITY	—E—E—E—	COMM UTILITY	—COM—COM—COM—
COMM UTILITY	—COM—COM—COM—	FIBER OPTIC	—FO—FO—FO—
FIBER OPTIC	—FO—FO—FO—		

Know what's below.
Call before you dig.

OUUPS SER. #: DESIGN - B035600494-00B
DIG - B035600498-00B

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Horizontal Scale

0 40' 80'

(Feet)

1 inch = 40 ft.

Date:	Revision Description:	By:	Professional Seal	Prepared By:
01/05/2021	LAND DEVELOPMENT SUBMITTAL #1	RLS		Sheffler & Company, Inc. ENGINEERING • SURVEYING
03/22/2021	LAND DEVELOPMENT SUBMITTAL #2	RLS		
10/14/2021	FINAL SUBMITTAL TO CITY #1	RLS		
12/07/2021	FINAL SUBMITTAL TO CITY #2	RLS		
02/17/2022	FINAL SUBMITTAL TO CITY #3	ASB		
03/21/2022	FINAL SUBMITTAL TO CITY #4	ASB		
04/07/2022	FINAL SUBMITTAL TO CITY #5	ASB		

1712 Mount Nebo Road
Sewickley, PA 15143

Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

Property Address: 1220-1222 S. Waggoner Road
Franklin County PID Nos. 060-008195-00 & 060-00928200

Prepared For:
Waggoner Road Development, LLC

Situate In:
City of Reynoldsburg & Truro Township, Franklin County, State of Ohio
Section 8, Township 16, Range 20, Refugee Lands

Existing Conditions Survey

DRAWING SCALE: 1"=40'	DRAWN BY: MNR	Sheet No.
DATE ISSUED: 01/05/21	REVIEWED BY: GAS	
PROJECT JOB#: 3771	FIELD BOOK #: 3771	
CADD#: 3771-Waggoner Rd-Ex. Cond. Plan.dwg		

C100

Packet Pg. 64

Final Subdivision Plans

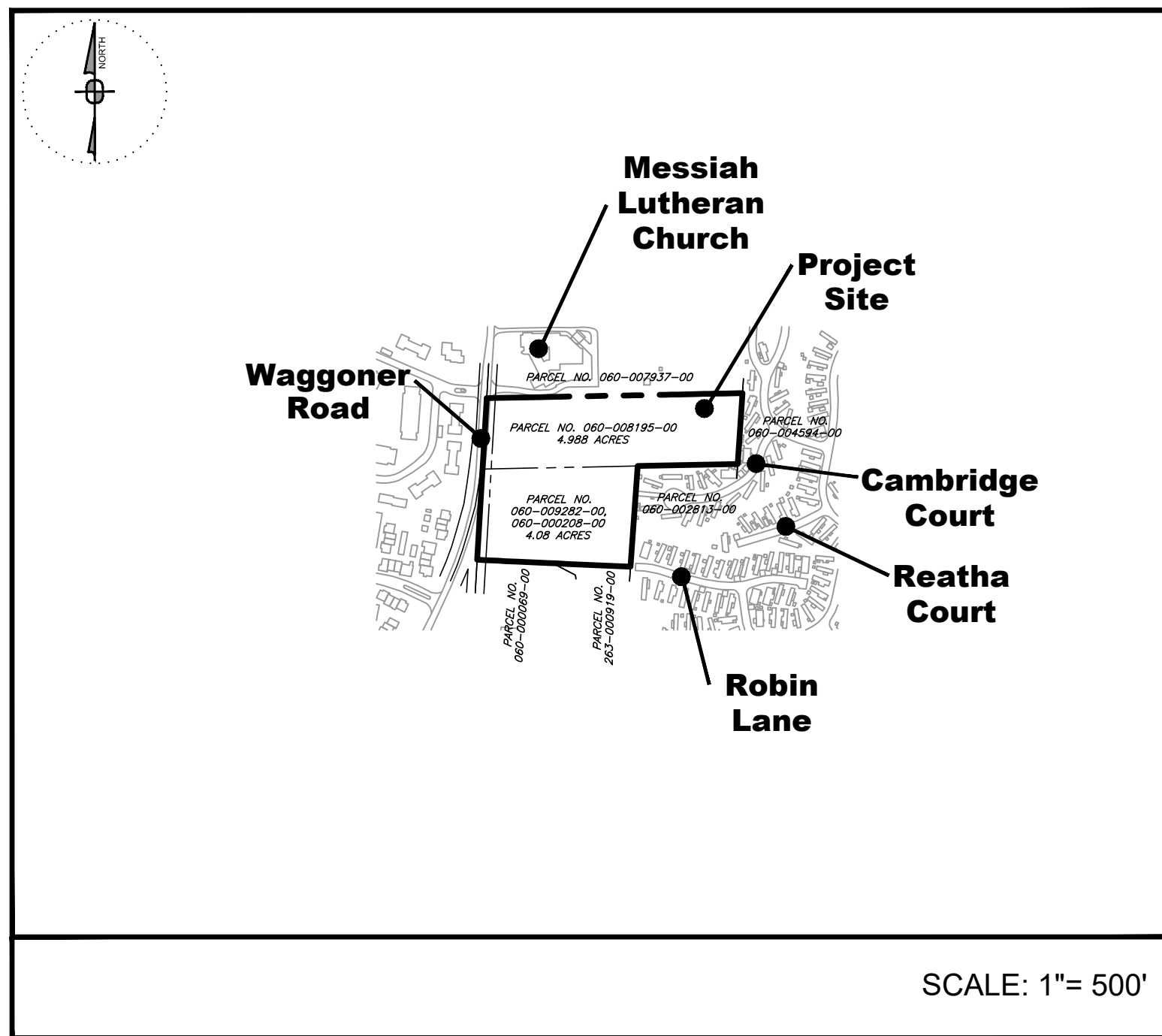
Wilson Ridge

Townhome Development

Plot Plan

City of Reynoldsburg, County of Franklin, State of Ohio

SITE VICINITY MAP



Situated in the State of Ohio, County of Franklin, City of Reynoldsburg, located in Half Section 8, Township 16, Range 20, Refugee Lands, and containing 9.068 acres of land, more or less, all of that tract of land conveyed to the WAGGONER ROAD DEVELOPMENT, LLC, by deed of record in Instrument Number: _____, all references being to those of record in the Records Office, Franklin County, Ohio.

The undersigned, WAGGONER ROAD DEVELOPMENT, LLC, by JOHN SPAGNOLO, JR., Member, owner of the land plotted herein, duly authorized in the premises by action of the respective Board of Directors, do hereby certify the attached plot correctly represents the WILSON RIDGE TOWNHOME DEVELOPMENT, a subdivision of Lot 1-A to 1-E, Lot 2-A to 2-C, Lot 3-A to 3-F, Lot 4-A to 4-F, Lot 5-A to 5-F, Lot 6-A to 6-F, Lot 7-A to 7-F, Lot 8-A to 8-F, Lot 9-A to 9-F, Lot 10-A to 10-F, Lot 11-A to 11-F, Lot 12-A to 12-D, Lot 13-A to 13-E, Lot 14-A to 14-E, Lot 15-A to 15-E, inclusive, and areas delineated as Reserve "A" and Reserve "B", do hereby accept this plot of same and dedicate to public use as such, all or part of, Waggoner Road shown hereon and not heretofore dedicated.

WAGGONER ROAD DEVELOPMENT, LLC, in recording this PLAT of the Wilson Ridge Townhome Development, has designated a certain area of land as reserve, which may contain but not be limited to private streets, open space, drainage easements, and walking, all of which are intended for use by the owners of the fee simple titles to the lots and reserve areas in the Wilson Ridge Townhome Development. Reserve "B" is not hereby dedicated for the use by the general public but is hereby reserved for the common use and enjoyment of the owners of the fee simple titles to the lots and reserve areas in the Wilson Ridge Townhome Development.

The owners of the fee simple titles to lots 1-A thru 15-E, and areas designated as Reserve "A" and Reserve "B", shall have and are hereby granted a sp.-exclusive right-of-way and easement for access to and from public streets, in and over said Reserve "B" to be shared with the owners of the fee simple titles to each other of said lots 1-A thru 15-E, all inclusive, and areas designated as Reserve "A" and Reserve "B", and with the owners of the fee simple titles to the lots and reserve areas in existing and future sections of the Wilson Ridge Townhome Development.

Easements are hereby reserved in, over and under areas designated on this plat as "Easement" or "Drainage Easement" or "Pedestrian Easement", for the construction, operation and maintenance of all public and quasi public utilities above and beneath the surface of the ground and, where necessary, for the construction, operation and maintenance of service connections and adjacent lots and lands and for storm water drainage. Within those areas designated "Drainage Easement" on this plat, an additional easement is hereby reserved for the purpose of constructing, operating, and maintaining major storm water drainage swales and/or other storm water drainage facilities. No above grade structures, dams or other obstructions to the flow of storm water runoff are permitted within Drainage Easement areas as delineated on this plat unless approved by the Reynoldsburg City Engineer.

In Witness Whereof, JOHN SPAGNOLO, JR., as a member, respectively of said WAGGONER ROAD DEVELOPMENT, LLC, have hereunto set his hand this _____ day of _____, 20____.

WITNESS
WAGGONER ROAD DEVELOPMENT, LLC
By: _____
JOHN SPAGNOLO, JR. Member

STATE OF OHIO }
COUNTY OF FRANKLIN }SS:

Before me, a Notary Public in and for said County, personally appeared JOHN SPAGNOLO, JR., as a member respectively, of said WAGGONER ROAD DEVELOPMENT, LLC, who acknowledge the signing of the foregoing instrument to be their voluntary act and deed and voluntary corporate act and deed of WAGGONER ROAD DEVELOPMENT, LLC for the uses and purposes therein expressed.

In Witness Thereof, I have hereunto set my hand and affixed my official seal this _____ day of _____, 20____.

My Commission Expires _____
(Notary Public) Franklin County, Ohio

Prepared For:

Waggoner Road Development, LLC

257 Grove City Road
Slippery Rock, PA 16057
John Spagnolo - 412-841-9657
johns@sandyhilldev.com

REQUESTED VARIANCES					
BUILDING	UNIT	LOT WIDTH (MIN 50')	LOT FRONTAGE (MIN 50')	LOT DEPTH (MIN 100')	SIDE SETBACK (MIN 5')
1	A	43.14'	140.13'	96.38'	AT PARTY WALL
1	B	22.00'	22.00'	96.07'	AT PARTY WALL
1	C	22.00'	22.00'	95.76'	AT PARTY WALL
1	D	22.00'	22.00'	95.45'	AT PARTY WALL
1	E	22.96'	25.50'	95.45'	AT PARTY WALL
2	A	27.89'	18.26'	96.03'	AT PARTY WALL
2	B	22.10'	22.18'	120.56'	AT PARTY WALL
2	C	29.49'	17.76'	114.79'	AT PARTY WALL
3	A	42.78'	34.96'	102.00'	AT PARTY WALL
3	B	22.00'	22.00'	102.00'	AT PARTY WALL
3	C	22.00'	22.00'	102.00'	AT PARTY WALL
3	D	22.00'	22.00'	102.00'	AT PARTY WALL
3	E	22.00'	22.00'	102.00'	AT PARTY WALL
3	F	30.00'	30.00'	102.00'	AT PARTY WALL
4	A	40.52'	42.52'	102.00'	AT PARTY WALL
4	B	22.00'	22.00'	102.00'	AT PARTY WALL
4	C	22.00'	22.00'	102.00'	AT PARTY WALL
4	D	22.00'	22.00'	102.00'	AT PARTY WALL
4	E	22.00'	22.00'	102.00'	AT PARTY WALL
4	F	30.16'	133.58'	102.00'	CORNER LOT
5	A	34.00'	28.56'	98.00'	AT PARTY WALL
5	B	22.00'	22.00'	98.00'	AT PARTY WALL
5	C	22.00'	22.00'	98.00'	AT PARTY WALL
5	D	22.00'	22.00'	98.00'	AT PARTY WALL
5	E	22.00'	22.00'	98.00'	AT PARTY WALL
5	F	30.16'	30.16'	98.00'	AT PARTY WALL
6	A	34.00'	34.00'	98.00'	AT PARTY WALL
6	B	22.00'	22.00'	98.00'	AT PARTY WALL
6	C	22.00'	22.00'	98.00'	AT PARTY WALL
6	D	22.00'	22.00'	98.00'	AT PARTY WALL
6	E	22.00'	22.00'	98.00'	AT PARTY WALL
6	F	34.00'	22.00'	98.00'	AT PARTY WALL
7	A	34.00'	34.00'	98.00'	AT PARTY WALL
7	B	22.00'	22.00'	98.00'	AT PARTY WALL
7	C	22.00'	22.00'	98.00'	AT PARTY WALL
7	D	22.00'	22.00'	98.00'	AT PARTY WALL
7	E	22.00'	22.00'	98.00'	AT PARTY WALL
7	F	44.47'	67.90'	98.00'	AT PARTY WALL
8	A	34.00'	27.57'	95.00'	AT PARTY WALL
8	B	22.00'	22.00'	95.00'	AT PARTY WALL
8	C	22.00'	22.00'	95.00'	AT PARTY WALL
8	D	22.00'	22.00'	95.00'	AT PARTY WALL
8	E	22.00'	22.00'	95.00'	AT PARTY WALL
8	F	34.00'	34.00'	95.00'	AT PARTY WALL
9	A	34.00'	34.00'	95.00'	AT PARTY WALL
9	B	22.00'	22.00'	95.00'	AT PARTY WALL
9	C	22.00'	22.00'	95.00'	AT PARTY WALL
9	D	22.00'	22.00'	95.00'	AT PARTY WALL
9	E	22.00'	22.00'	95.00'	AT PARTY WALL
9	F	34.00'	34.00'	95.00'	AT PARTY WALL

REQUESTED VARIANCES					
BUILDING	UNIT	LOT WIDTH (MIN 50')	LOT FRONTAGE (MIN 50')	LOT DEPTH (MIN 100')	SIDE SETBACK (MIN 5')
10	A	28.15'	28.15'	95.00'	AT PARTY WALL
10	B	22.00'	22.00'	95.00'	AT PARTY WALL
10	C	22.00'	22.00'	95.00'	AT PARTY WALL
10	D	22.00'	22.00'	95.00'	AT PARTY WALL
10	E	22.00'	22.00'	95.00'	AT PARTY WALL
10	F	39.85'	39.85'	95.00'	AT PARTY WALL
11	A	34.00'	34.00'	95.00'	AT PARTY WALL
11	B	22.00'	22.00'	95.00'	AT PARTY WALL
11	C	22.00'	22.00'	95.00'	AT PARTY WALL
11	D	22.00'	22.00'	95.00'	AT PARTY WALL
11	E	22.00'	22.00'	95.00'	AT PARTY WALL
11	F	52.00'	137.04'	95.00'	CORNER LOT
12	A	50.86'	52.45'	153.13'	AT PARTY WALL
12	B	22.00'	22.00'	153.13'	AT PARTY WALL
12	C	22.00'	22.00'	153.13'	AT PARTY WALL
12	D	32.00'	32.00'	153.13'	AT PARTY WALL
13	A	136.17'	43.03'	104.73'	AT PARTY WALL
13	B	22.00'	22.00'	104.73'	AT PARTY WALL
13	C	22.00'	22.00'	104.73'	AT PARTY WALL
13	D	22.00'	22.00'	104.73'	AT PARTY WALL
13	E	148.89'	44.15'	104.73'	CORNER LOT
14	A	136.59'	44.09'	92.50'	AT PARTY WALL
14	B	22.00'	22.00'	92.50'	AT PARTY WALL
14	C	22.00'	22.00'	92.50'	AT PARTY WALL
14	D	22.00'	22.00'	92.50'	AT PARTY WALL
14	E	124.83'	43.02'	92.50'	CORNER LOT
15	A	136.52'	43.02'	92.50'	AT PARTY WALL
15	B	22.00'	22.00'	92.50'	AT PARTY WALL
15	C	22.00'	22.00'	92.50'	AT PARTY WALL
15	D	22.00'	22.00'	92.50'	AT PARTY WALL
15	E	44.09'	44.09'	92.50'	CORNER LOT

Approved this _____ day of _____, 20____.

Chairman, Planning Commission Reynoldsburg, Ohio

Approved this _____ day of _____, 20____.

City Engineer and Director of Public Service Reynoldsburg, Ohio

Approved and accepted this _____ day of _____, 20____, by Ordinance No. _____, wherein all of Waggoner Road shown dedicated hereon are accepted as such, by the Council for the City of Reynoldsburg, Ohio.

City Clerk Reynoldsburg, Ohio

Mayor Reynoldsburg, Ohio

Transferred this _____ day of _____, 20____.

Auditor Franklin County, Ohio

Filed for record this _____ day of _____, 20____.

at _____, Fee \$_____ File No. _____

Deputy Auditor Franklin County, Ohio

Recorder Franklin County, Ohio

Recorded this _____ day of _____, 20____.

Plat Book _____ Page _____

Deputy Recorder Franklin County, Ohio

SURVEY CERTIFICATION

I, Gary A. Sheffler, P.L.S. No. 8480, do hereby certify that this plat represents a complete survey and that the monuments shown exist as located or will be set following construction and all dimensional and geodetic details are correct.

By: _____

Gary A. Sheffler, P.L.S. No. 8480

PROPOSED PARCEL AREA TABLE							
PARCEL	AREA	PARCEL	AREA	PARCEL	AREA	PARCEL	AREA
LOT 1-A	0.096 AC.	LOT 5-B	0.049 AC.	LOT 8-E	0.048 AC.	LOT 12-B	0.077 AC.
LOT 1-B	0.049 AC.	LOT 5-C	0.049 AC.	LOT 8-F	0.074 AC.	LOT 12-C	0.077 AC.
LOT 1-C	0.048 AC.	LOT 5-D	0.049 AC.	LOT 9-A	0.074 AC.	LOT 12-D	0.112 AC.
LOT 1-D	0.048 AC.	LOT 5-E	0.049 AC.	LOT 9-B	0.048 AC.	LOT 13-A	0.100 AC.
LOT 1-E	0.068 AC.	LOT 5-F	0.068 AC.	LOT 9-C	0.048 AC.	LOT 13-B	0.053 AC.
LOT 2-A	0.105 AC.	LOT 6-A	0.076 AC.	LOT 9-D	0.048 AC.	LOT 13-C	0.053 AC.
LOT 2-B	0.065 AC.	LOT 6-B	0.049 AC.	LOT 9-E	0.048 AC.	LOT 13-D	0.053 AC.
LOT 2-C	0.183 AC.	LOT 6-C	0.049 AC.	LOT 9-F	0.074 AC.	LOT 13-E	0.106 AC.
LOT 3-A	0.135 AC.	LOT 6-D	0.049 AC.	LOT 10-A	0.061 AC.	LOT 14-A	0.094 AC.
LOT 3-B	0.052 AC.	LOT 6-E	0.049 AC.	LOT 10-B	0.048 AC.	LOT 14-B	0.047 AC.
LOT 3-C	0.052 AC.	LOT 6-F	0.076 AC.	LOT 10-C	0.048 AC.	LOT 14-C	0.047 AC.
LOT 3-D	0.052 AC.	LOT 7-A	0.076 AC.	LOT 10-D	0.048 AC.	LOT 14-D	0.047 AC.
LOT 3-E	0.052 AC.	LOT 7-B	0.049 AC.	LOT 10-E	0.048 AC.	LOT 14-E	0.088 AC.
LOT 3-F	0.070 AC.	LOT 7-C	0.049 AC.	LOT 10-F	0.087 AC.	LOT 15-A	0.088 AC.
LOT 4-A	0.095 AC.	LOT 7-D	0.049 AC.	LOT 11-A	0.074 AC.	LOT 15-B	0.047 AC.
LOT 4-B	0.052 AC.	LOT 7-E	0.049 AC.	LOT 11-B	0.048 AC.	LOT 15-C	0.047 AC.
LOT 4-C	0.052 AC.	LOT 7-F	0.083 AC.	LOT 11-C	0.048 AC.	LOT 15-D	0.047 AC.
LOT 4-D	0.052 AC.	LOT 8-A	0.075 AC.	LOT 11-D	0.048 AC.	LOT 15-E	0.094 AC.
LOT 4-E	0.052 AC.	LOT 8-B	0.048 AC.	LOT 11-E	0.048 AC.	RESERVE A	2.230 AC.
LOT 4-F	0.101 AC.	LOT 8-C	0.048 AC.	LOT 11-F	0.107 AC.	RESERVE B	1.094 AC.
LOT 5-A	0.073 AC.	LOT 8-D	0.048 AC.	LOT 12-A	0.163 AC.	DEDICATION PUBLIC RIGHT OF WAY	0.387 AC.

FEMA NOTE:
AT THE TIME OF PLATTING, BY GRAPHIC PLOTTING ONLY, THE SUBJECT PREMISES IS IN THE FOLLOWING FLOOD ZONES: ZONE "AE" AND ZONE "X" AS DESIGNATED AND DELINEATED ON THE FEMA FLOOD INSURANCE MAP FOR FRANKLIN COUNTY, OHIO, AND INCORPORATED AREAS, MAP NUMBER 39049C0358K WITH EFFECTIVE DATE OF JUNE 17, 2008.

ZONE "AE"

(BASE FLOOD ELEVATIONS DETERMINED)

ZONE "X"

(AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN)

BASIS OF BEARING:
BEARINGS SHOWN HEREON ARE BASED ON GRID NORTH, AS OBSERVED IN OHIO SOUTH STATE PLANE COORDINATE SYSTEM, NAD 83. HORIZONTAL CONTROL SHOWN HEREON IS OHIO SOUTH STATE PLANE NAD 83. COUNTY MONUMENTS RM28 & FCG15 WERE OBSERVED WITH A BEARING OF N6°53'4"E BETWEEN MEASUREMENTS.

SOURCE OF DATA:
THE SOURCES OF RECORDED SURVEY DATA REFERENCED IN THE PLAN AND TEXT OF THIS PLAT ARE RECORDS OF THE RECORDER'S OFFICE, FRANKLIN COUNTY, OHIO.

IRON PINS:
WHERE INDICATED HEREON UNLESS OTHERWISE NOTED ARE TO BE SET AND ARE SOLID IRON PINS, 5/8" IN DIAMETER, 30" IN LENGTH WITH A PLASTIC I.D. CAP BEARING THE STAMP "PERMANENT MARKER SHEFFLER".

PERMANENT MARKERS:
PERMANENT MARKERS, WHERE INDICATED HEREON UNLESS OTHERWISE NOTED, ARE TO BE SET AND ARE SOLID IRON REBAR, §" IN DIAMETER, 30" IN LENGTH, ENCASED IN 6" DIAMETER CONCRETE, AND THEN CAPPED WITH AN ALUMINUM CAP BEARING THE STAMP "SURVEY MONUMENT".

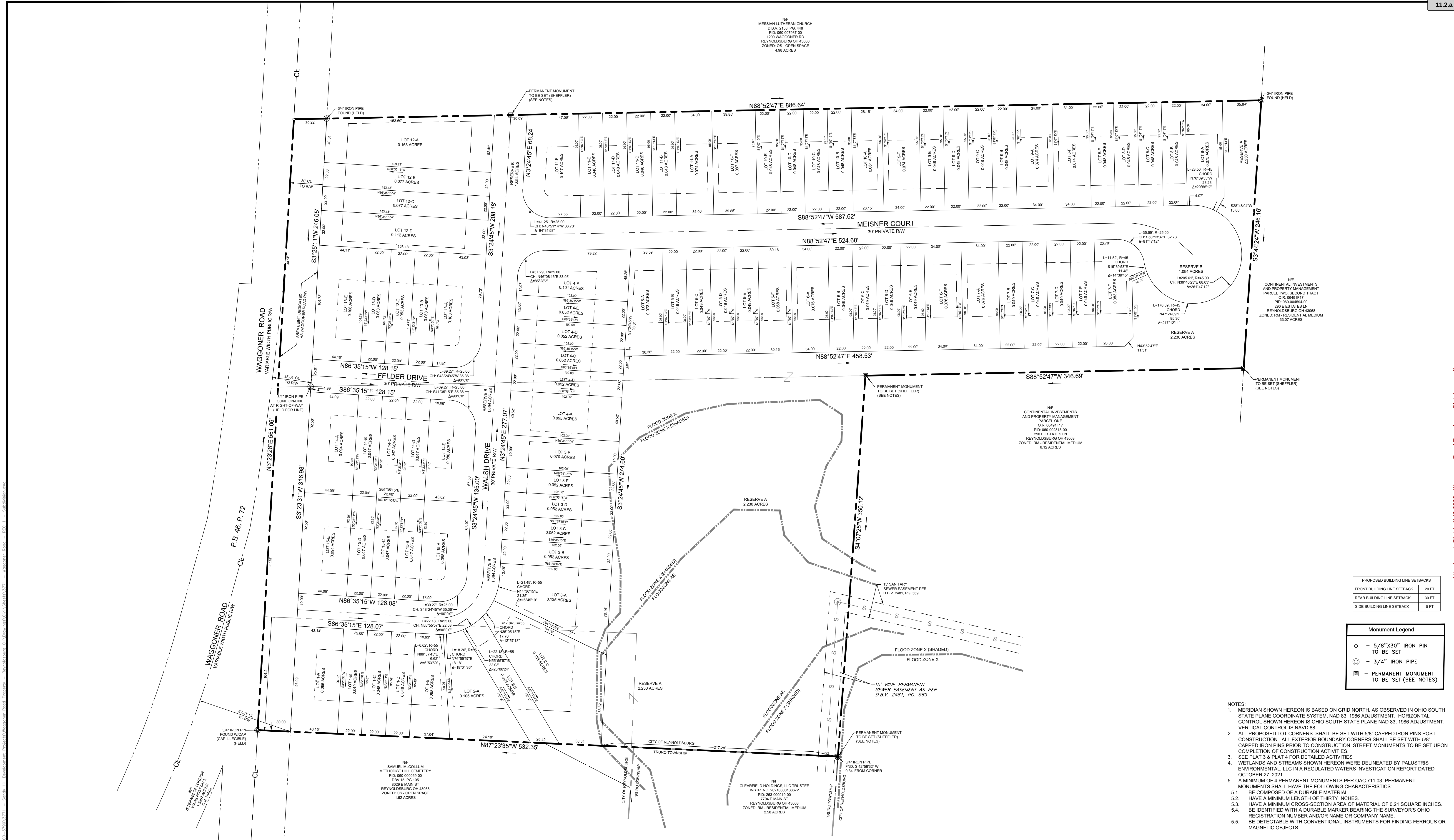
GENERAL NOTE:
RESERVE "A" PARCEL IS TO BE OWNED AND MAINTAINED BY WILSON RIDGE HOMEOWNERS ASSOCIATION FOR THE PURPOSE OF OPEN SPACE AND DRAINAGE EASEMENTS. RESERVE "B" IS TO BE OWNED AND MAINTAINED BY WILSON RIDGE HOMEOWNERS ASSOCIATION FOR THE PURPOSE OF ACCESS TO THE PUBLIC ROADWAY FOR THE DEVELOPMENT.

ZONING INFORMATION:

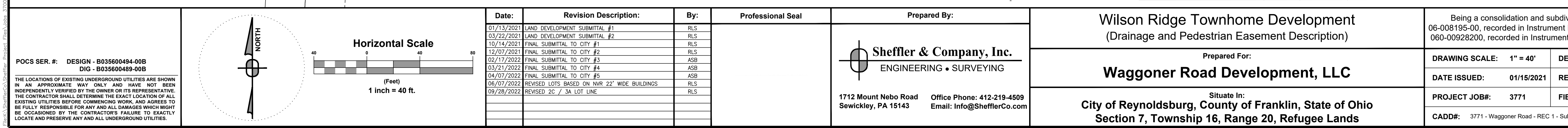
ZONING DISTRICT: (SR) SUBURBAN RESIDENTIAL
MAX. BUILDING HEIGHT: 35 FEET MAXIMUM
MIN. LOT AREA: N/A
MIN. LOT WIDTH: 50 FEET
MIN. LOT DEPTH: 100 FEET
MIN. LOT FRONTAGE: 50 FEET
MIN. FRONT YARD: 20 FEET
MIN. SIDE YARD: 5 FEET
MIN. REAR YARD: 30 FEET
MAX. LOT COVERAGE: 60% INCLUDING IMPERVIOUS AREAS

EXISTING PARCEL AREA TABLE	
PARCEL NO.	AREA
060-000208-00	0.819 AC.
060-008195-00	4.988 AC.
060-009282-00	3.261 AC.
RIGHT-OF-WAY (INCLUSIVE)	0.387 AC.
RESERVE AREA (SAN ESMT)	0.053 AC.
TOTAL PERIMETER AREA	9.068 AC.

PLAT
1 OF 4



POCS SER. #: DESIGN - B035600494-00B DIG - B035600489-00B THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.	 Horizontal Scale (Feet) 1 inch = 40 ft.	Date: 01/13/2021 LAND DEVELOPMENT SUBMITTAL #1 03/22/2021 LAND DEVELOPMENT SUBMITTAL #2 10/14/2021 FINAL SUBMITTAL TO CITY #1 12/07/2021 FINAL SUBMITTAL TO CITY #2 02/17/2022 FINAL SUBMITTAL TO CITY #3 03/21/2022 FINAL SUBMITTAL TO CITY #4 04/01/2022 FINAL SUBMITTAL TO CITY #5 06/07/2022 REVISED LOTS BASED ON NWR 22" WIDE BUILDINGS 08/28/2022 REVISED 2C / 3A LOT LINE	Revision Description: LAND DEVELOPMENT SUBMITTAL #1 LAND DEVELOPMENT SUBMITTAL #2 FINAL SUBMITTAL TO CITY #1 FINAL SUBMITTAL TO CITY #2 FINAL SUBMITTAL TO CITY #3 FINAL SUBMITTAL TO CITY #4 FINAL SUBMITTAL TO CITY #5 REVISED LOTS BASED ON NWR 22" WIDE BUILDINGS REVISED 2C / 3A LOT LINE	By: RLS RLS RLS RLS ASB ASB RLS RLS	Professional Seal	Prepared By: Sheffler & Company, Inc. ENGINEERING • SURVEYING 1712 Mount Nebo Road Sewickley, PA 15143 Office Phone: 412-219-4509 Email: Info@ShefflerCo.com	Wilson Ridge Townhome Development (Lot Subdivision Detail) Prepared For: Wagoner Road Development, LLC Situate In: City of Reynoldsburg, County of Franklin, State of Ohio Section 7, Township 16, Range 20, Refugee Lands	Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 060-00928200, recorded in Instrument No. 201111160149510.	Wagoner Road Development, LLC 257 Grove City Road Slippery Rock, PA 16067 johns@sandyhilldev.com
		DRAWING SCALE: 1" = 40' DESIGNED BY: BUD SHEET NO.:	DATE ISSUED: 01/15/2021 REVIEWED BY: GAS FIELD BOOK #: ---	Sheet No.					
		PROJECT JOB#: 3771 CADD#: 3771 - Wagoner Road - REC 1 - Subdivision.dwg	PLAT 2 OF 4 Packet Pg. 66						

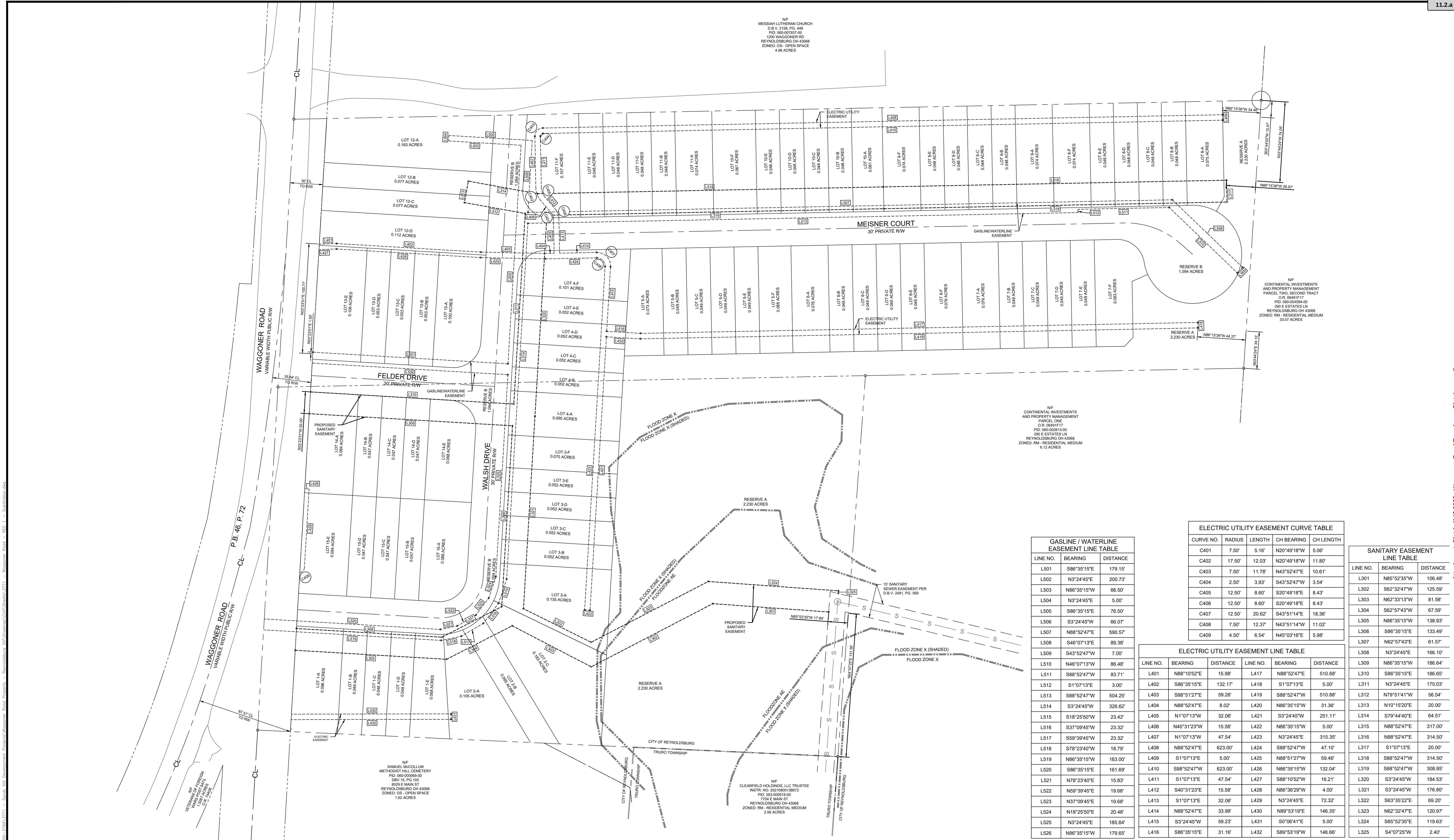


PEDESTRIAN EASEMENT CURVE TABLE				
CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C800	59.50'	93.46'	N48°24'45"E	84.15'
C801	20.50'	30.58'	S46°08'46"W	27.82'
C802	20.50'	29.26'	N50°13'37"W	26.84'
C803	49.50'	226.17'	N39°46'23"E	74.84'
C804	20.50'	33.82'	S43°51'14"E	30.12'
C805	20.50'	32.20'	N48°24'45"E	28.99'
C806	20.50'	32.20'	N41°35'15"W	28.99'
C807	20.50'	32.20'	N48°24'45"E	28.99'

CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C1	13.00'	19.42'	N49°31'32"E	17.66'
C2	21.00'	27.44'	S4°29'35"W	25.53'
C3	7418.30'	25.85'	S41°55'21"W	25.85'

LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE
L101	S86°35'15"E	10.23'	L123	S12°56'55"E	29.12'	L145	N6°43'53"E	193.63'	L167	N14°14'09"E	46.56'	L189	S26°32'53"W	46.28'
L102	S3°24'45"W	92.27'	L124	N88°52'47"E	4.68'	L146	S87°40'50"E	39.66'	L168	N83°14'19"E	61.79'	L190	N68°47'05"W	73.04'
L103	S11°37'11"W	2.00'	L125	S1°07'13"E	18.00'	L147	S87°56'53"E	33.28'	L169	N1°07'13"W	71.89'	L191	S56°02'51"W	76.58'
L104	S3°24'45"W	16.34'	L126	S88°52'47"W	5.00'	L148	S87°24'42"E	33.12'	L170	S88°52'47"W	75.70'	L192	S3°29'15"E	40.30'
L105	S1°50'11"W	2.00'	L127	S1°07'13"E	9.49'	L149	S87°37'16"E	17.82'	L171	N86°38'27"W	38.41'	L193	S86°30'45"W	10.00'
L106	S3°24'45"W	92.79'	L128	S83°37'56"W	56.62'	L150	N23°07'55"E	14.32'	L172	S88°52'47"W	39.01'	L194	N3°29'15"W	46.02'
L107	S81°59'32"E	123.53'	L129	N86°35'15"W	8.02'	L151	N78°03'24"E	5.31'	L173	N1°07'13"W	10.00'	L195	N56°01'57"E	75.33'
L108	N3°24'45"E	247.43'	L130	S3°24'45"W	72.72'	L152	N1°07'13"W	108.97'	L174	N88°52'47"E	39.40'	L196	N68°47'05"W	50.88'
L109	S86°35'15"E	26.30'	L131	S66°35'15"E	3.92'	L153	S88°52'47"W	5.00'	L175	S86°38'27"E	38.41'	L197	S84°39'23"W	125.93'
L110	N83°37'56"E	41.68'	L132	S71°08'29"E	2.00'	L154	N1°07'13"W	28.00'	L176	N88°52'47"E	85.30'	L198	S3°24'45"W	13.26'
L111	N1°07'13"W	8.78'	L133	S86°35'15"E	28.16'	L155	N88°52'47"E	20.00'	L177	S1°07'13"E	90.95'	L199	N86°35'15"W	5.00'
L112	N88°52'47"E	5.10'	L134	S3°24'45"W	20.00'	L156	S1°07'13"E	28.00'	L178	S83°14'19"W	53.27'	L200	S3°24'45"W	84.26'
L113	N12°56'55"W	28.06'	L135	N86°35'15"W	28.16'	L157	S88°52'47"W	5.00'	L179	S14°14'09"W	34.28'	L201	N86°35'15"W	10.00'
L114	N1°07'13"W	67.53'	L136	N71°08'29"W	2.00'	L158	S1°07'13"E	101.64'	L180	S73°57'50"W	67.25'	L202	N3°24'45"E	84.26'
L115	N88°52'47"E	83.00'	L137	N86°35'15"W	3.92'	L159	N87°33'51"E	288.80'	L181	S21°20'44"W	85.60'	L203	N86°35'15"W	5.00'
L116	N88°52'47"E	156.00'	L138	S3°24'45"W	130.53'	L160	S86°40'36"E	78.19'	L182	N86°40'36"W	94.26'	L204	N3°24'45"E	30.41'
L117	N88°52'47"E	78.00'	L139	S86°35'15"E	34.00'	L161	N12°20'44"E	49.77'	L183	S87°34'30"W	286.74'	L205	N84°39'23"E	134.63'
L118	S1°07'13"E	10.00'	L140	S3°24'45"W	20.00'	L162	N73°57'50"W	57.77'	L184	S23°07'55"W	12.50'	L206	N3°24'45"E	55.36'
L119	S88°52'47"W	78.00'	L141	N86°35'15"W	34.00'	L163	N16°02'10"E	4.03'	L185	S41°55'21"W	193.46'	L207	N81°59'32"W	133.56'
L120	S88°52'47"W	156.00'	L142	S3°24'45"W	49.80'	L164	S80°30'07"W	22.22'	L186	S25°44'42"E	172.18'			
L121	S88°52'47"W	73.00'	L143	S66°47'05"E	115.31'	L165	N1°07'13"W	10.11'	L187	S64°15'18"W	20.00'			
L122	S1°07'13"E	56.50'	L144	N26°32'53"E	35.46'	L166	N80°30'07"E	13.97'	L188	N25°44'42"W	163.96'			

POCS SER. #: DESIGN - B035600494-00B DIG - B035600489-00B THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.		Date: <table border="1"> <tr><td>01/13/2021</td><td>LAND DEVELOPMENT SUBMITTAL #1</td><td>RLS</td></tr> <tr><td>03/22/2021</td><td>LAND DEVELOPMENT SUBMITTAL #2</td><td>RLS</td></tr> <tr><td>10/14/2021</td><td>FINAL SUBMITTAL TO CITY #1</td><td>RLS</td></tr> <tr><td>12/07/2021</td><td>FINAL SUBMITTAL TO CITY #2</td><td>RLS</td></tr> <tr><td>02/17/2022</td><td>FINAL SUBMITTAL TO CITY #3</td><td>ASB</td></tr> <tr><td>03/21/2022</td><td>FINAL SUBMITTAL TO CITY #4</td><td>ASB</td></tr> <tr><td>04/07/2022</td><td>FINAL SUBMITTAL TO CITY #5</td><td>ASB</td></tr> <tr><td>06/07/2022</td><td>REVISED LOTS BASED ON NVR 22" WIDE BUILDINGS</td><td>RLS</td></tr> <tr><td>09/28/2022</td><td>REVISED 2C / 3A LOT LINE</td><td>RLS</td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	01/13/2021	LAND DEVELOPMENT SUBMITTAL #1	RLS	03/22/2021	LAND DEVELOPMENT SUBMITTAL #2	RLS	10/14/2021	FINAL SUBMITTAL TO CITY #1	RLS	12/07/2021	FINAL SUBMITTAL TO CITY #2	RLS	02/17/2022	FINAL SUBMITTAL TO CITY #3	ASB	03/21/2022	FINAL SUBMITTAL TO CITY #4	ASB	04/07/2022	FINAL SUBMITTAL TO CITY #5	ASB	06/07/2022	REVISED LOTS BASED ON NVR 22" WIDE BUILDINGS	RLS	09/28/2022	REVISED 2C / 3A LOT LINE	RLS													Revision Description:	By:	Professional Seal	Prepared By: Sheffler & Company, Inc. ENGINEERING • SURVEYING 1712 Mount Nebo Road Sewickley, PA 15143 Office Phone: 412-219-4509 Email: Info@ShefflerCo.com	Wilson Ridge Townhome Development (Drainage and Pedestrian Easement Description) Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 06-00982800, recorded in Instrument No. 201111160149510. <u>Waggoner Road Development, LLC</u> 257 Grove City Road Slippery Rock, PA 16057 johns@sandyhilldev.com	Prepared For: Waggoner Road Development, LLC Situate In: City of Reynoldsburg, County of Franklin, State of Ohio Section 7, Township 16, Range 20, Refugee Lands	DRAWING SCALE: 1" = 40' DESIGNED BY: BUD DATE ISSUED: 01/15/2021 REVIEWED BY: GAS PROJECT JOB#: 3771 FIELD BOOK #: --- CADD#: 3771 - Waggoner Road - REC 1 - Subdivision.dwg	Sheet No. PLAT 3 OF 4 Packet Pg. 67
		01/13/2021	LAND DEVELOPMENT SUBMITTAL #1	RLS																																													
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GASLINE / WATERLINE EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L501	S86°35'15"E	179.15'
L502	N3°24'45"E	200.73'
L503	N86°35'15"W	66.50'
L504	N3°24'45"E	5.00'
L505	S86°35'15"E	76.50'
L506	S3°24'45"W	66.07'
L507	N88°52'47"E	590.57'
L508	S46°07'13"E	89.38'
L509	S43°52'47"W	7.00'
L510	N48°07'13"W	86.48'
L511	S88°52'47"W	83.71'
L512	S1°07'13"E	3.00'
L513	S88°52'47"W	504.25'
L514	S3°24'45"W	326.62'
L515	S18°25'50"W	23.42'
L516	S37°09'45"W	23.32'
L517	S59°39'45"W	23.32'
L518	S78°23'40"W	18.79'
L519	N86°35'15"W	163.00'
L520	S86°35'15"E	161.69'
L521	N78°23'40"E	15.83'
L522	N59°39'45"E	19.68'
L523	N37°09'45"E	19.68'
L524	N18°25'50"E	20.46'
L525	N3°24'45"E	185.64'
L526	N86°35'15"W	179.65'

ELECTRIC UTILITY EASEMENT CURVE TABLE				
CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C401	7.50'	5.16'	N20°49'18"W	5.06'
C402	17.50'	12.03'	N20°49'18"W	11.80'
C403	7.50'	11.78'	N43°52'47"E	10.61'
C404	2.50'	3.93'	S43°52'47"W	3.54'
C405	12.50'	8.60'	S20°49'18"E	8.43'
C406	12.50'	8.60'	S20°49'18"E	8.43'
C407	12.50'	20.62'	S43°51'14"E	18.36'
C408	7.50'	12.37'	N43°51'14"W	11.02'
C409	4.50'	6.54'	N45°03'16"E	5.98'

SANITARY EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L301	N85°52'35"W	106.48'
L302	S62°32'47"W	125.59'
L303	N62°33'13"W	81.58'
L304	S62°57'43"W	67.59'
L305	N86°35'15"W	138.93'
L306	S86°35'15"E	133.49'
L307	N62°57'43"E	61.57'
L308	N3°24'45"E	166.10'
L309	N86°35'15"W	186.64'
L310	S86°35'15"E	186.65'
L311	N3°24'45"E	175.03'
L312	N79°51'41"W	56.54'
L313	N10°15'20"E	20.00'
L314	S79°44'40"E	64.51'
L315	N88°52'47"E	317.00'
L316	N88°52'47"E	314.50'
L317	S1°07'13"E	20.00'
L318	S88°52'47"W	314.50'
L319	S88°52'47"W	308.85'
L320	S3°24'45"W	184.53'
L321	S3°24'45"W	176.80'
L322	S63°35'22"E	69.20'
L323	N62°32'47"E	120.97'
L324	S85°52'35"E	119.63'
L325	S4°07'25"W	2.40'

ELECTRIC UTILITY EASEMENT LINE TABLE					
LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE
L401	N88°10'52"E	15.98'	L417	N88°52'47"E	510.68'
L402	S86°35'15"E	132.17'	L418	S1°07'13"E	5.00'
L403	S88°51'27"E	59.26'	L419	S88°52'47"W	510.88'
L404	N88°52'47"E	8.02'	L420	N86°35'15"W	31.36'
L405	N1°07'13"W	32.06'	L421	S3°24'45"W	251.11'
L406	N40°31'23"W	15.58'	L422	N86°35'15"W	5.00'
L407	N1°07'13"W	47.54'	L423	N3°24'45"E	315.35'
L408	N88°52'47"E	623.00'	L424	S88°52'47"W	47.10'
L409	S1°07'13"E	5.00'	L425	N88°51'27"W	59.46'
L410	S88°52'47"W	623.00'	L426	N86°35'15"W	132.04'
L411	S1°07'13"E	47.54'	L427	S88°10'52"W	16.21'
L412	S40°31'23"E	15.58'	L428	N86°36'29"W	4.00'
L413	S1°07'13"E	32.06'	L429	N3°24'45"E	72.32'
L414	N88°52'47"E	33.98'	L430	N89°53'19"E	146.35'
L415	S3°24'45"W	59.23'	L431	S0°06'41"E	5.00'
L416	S86°35'15"E	31.16'	L432	S89°53'19"W	146.66'

POCS SER. #: DESIGN - B035600494-00B DIG - B035600489-00B THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.		Date: 01/13/2021 LAND DEVELOPMENT SUBMITTAL #1 03/22/2021 LAND DEVELOPMENT SUBMITTAL #2 10/14/2021 FINAL SUBMITTAL TO CITY #1 12/07/2021 FINAL SUBMITTAL TO CITY #2 02/17/2022 FINAL SUBMITTAL TO CITY #3 03/21/2022 FINAL SUBMITTAL TO CITY #4 04/07/2022 FINAL SUBMITTAL TO CITY #5 06/07/2022 REVISED LOTS BASED ON NWR 22' WIDE BUILDINGS 09/28/2022 REVISED 2C / 3A LOT LINE	Revision Description: LAND DEVELOPMENT SUBMITTAL #1 LAND DEVELOPMENT SUBMITTAL #2 FINAL SUBMITTAL TO CITY #1 FINAL SUBMITTAL TO CITY #2 FINAL SUBMITTAL TO CITY #3 FINAL SUBMITTAL TO CITY #4 FINAL SUBMITTAL TO CITY #5 REVISED LOTS BASED ON NWR 22' WIDE BUILDINGS REVISED 2C / 3A LOT LINE	By: RLS RLS RLS ASB ASB ASB ASB RLS RLS	Professional Seal	Prepared By: Sheffler & Company, Inc. ENGINEERING • SURVEYING 1712 Mount Nebo Road Sewickley, PA 15143 Office Phone: 412-219-4509 Email: Info@ShefflerCo.com	Wilson Ridge Townhome Development (Sanitary and Utility Easement Description) Prepared For: Waggoner Road Development, LLC Situate In: City of Reynoldsburg, County of Franklin, State of Ohio Section 7, Township 16, Range 20, Refugee Lands	Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 060-00928200, recorded in Instrument No. 201111160149510. DRAWING SCALE: 1" = 40' DESIGNED BY: BUD DATE ISSUED: 01/15/2021 REVIEWED BY: GAS PROJECT JOB#: 3771 FIELD BOOK #: --- CADD#: 3771 - Waggoner Road - REC 1 - Subdivision.dwg	Waggoner Road Development, LLC 257 Grove City Road Slippery Rock, PA 16057 johns@sandyhilldev.com Sheet No. PLAT 4 OF 4 Packet Pg. 68
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ARCHITECTS. ENGINEERS. PLANNERS.

October 25, 2022

Mr. Eric Meyer
Development Director
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, OH 43068

RE: Wilson Ridge: Preliminary and Final Plat

Mr. Meyer:

Enclosed is our review of materials for the above referenced application:

1. *Project Summary*

- a. The 9.1+/- acre partially wooded property made up of two parcels is located at 1220-1222 South Waggoner Road and lies within the Suburban Residential (SR) Zone. The plan is for 81 attached single family lots. "Dwelling-Attached Single Family" is listed as a conditional use in the SR zone. Each single-family unit is located on a fee simple lot sharing common walls within a townhome building configuration (Section 1103.27, A, Attached Single-Family Building).
- b. The applicant originally received conditional use approval of their "Dwelling-Attached Single Family" development from the BZBA in February 2021. A major site plan was approved by the Planning Commission in April of 2021. Since the previous conditional use permit expired in February 2022, the applicant filed and received approval from the BZBA for an extension of 6 months in May of 2022. The BZBA reviewed and approved on October 20, 2022, a request for variances to lot width, lot depth, lot frontage, and building setback.
- c. The applicant is simultaneously submitting a preliminary plat and a final plat for approval.

2. *Project Review*

After reviewing the Plot, Grade & Utility Plan documents (Sheet Numbers C000 to C1400) and the Plot Plan (Sheets 1-4) we have the following comments:

- a. The street naming table in Section 111.05, D, v. shows east-west streets under 1,000 feet in length Meisner Drive should be named Meisner Court.
- b. Buffer Requirements: Any residential use adjoining a property located in a residential zone operating with a conditional use requires a buffer zone of 15 ft. wide and shall include 1 tree per forty linear feet or fraction thereof and a continuous 6 ft. tall planting hedge, fence, wall, earth mound or combination thereof.
 - i. The site has been approved for a conditional use of attached single family residential. The adjacent zoning districts north and south are open space, and RM – Residential Medium.
 - ii. The buffer zone is provided along the north and east and south property lines, or along the rear lot line of the proposed lots within a common open space.
 - iii. The required trees and hedge is provided in all buffer zones.
- c. Street Trees: Street trees are required along all public streets. The plan provides street trees along Waggoner Road, but are outside of the right-of-way. The location is appropriate given the rural nature



of the Road, without curbs, and with the existing overhead power lines and underground gas line locations.

- i. Note on the street tree plan: plant key “HL” does not appear on the plant list.

3. Recommendations

- a. Approve the preliminary plat with the following conditions:
 - i. Provide the following information for acceptance of the preliminary plat where shown.
 1. Change the street name for Meisner Drive to Meisner Court on relevant sheets for the Plot, Grade & Utility Plan and the Plot Plan.
 2. Correct the street name on Sheet Number C1000 of the Plot, Grade & Utility Plan.

If you have any questions or comment, please feel free to contact us.

Very truly yours,

Kim Littleton

Kim C. Littleton, AICP
Senior Planner/Project Manager

Reynoldsburg

Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Received

AUG 12 2022

Reynoldsburg Building Division

App./Case#:

2022-5324

Date Submitted:

8/12/22

Fee Amount:

\$4800.00



Paid:

CK

I. PROPERTY INFORMATION

LAND SUBDIVISION/PLAT APPLICATION

Property Address/Name of Plat:

1220-1222 Waggoner Road

Description of Location:

Parcel ID#(s):

060-008195, 060-009282, 060-000208

Number of Lots:

81

Complete Where Applicable:

Engineer/Surveyor: Sheffler Engineering

Builder/Developer: Wilson Ridge Development, LLC - Developer, Ryan Homes - Builder

II. PROPERTY OWNER OF RECORD

Property Owner Name(s):

Wilson Ridge Development, LLC

Property Owner Address:

257 Grove City Road, Slippery Rock, PA 16057

III. APPLICANT INFORMATION

Applicant Name:

John Spagnolo, Jr

Applicant Email:

johnse@sandyhilldev.com

Applicant Address:

257 Grove City Road, Slippery Rock, PA 16057

Applicant Phone Number:

724-901-1719



Property Owner



Business Owner/Tenant



Contractor



Architect/Engineer

IV. PROJECT TYPE



Subdivision without Plat

(\$200 Residential/\$250 Non-Residential)



Preliminary Plat

(\$750 + \$50 per lot)



Final Plat

(\$500)



Plat Modification/Vacation

(\$500)

Applicant Signature:

Date:

8-8-22

By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner.

OFFICE USE ONLY

Additional Notes:

Zoning Information

☐ Historic District

Planning Com. Meeting

Date:

☐ Approved as Submitted

☐ Approved w/ Conditions

☐ Tabled

☐ Denied

City Council Meeting Date:

☐ Approved as Submitted

☐ Approved w/ Conditions

☐ Tabled

☐ Denied

P&Z Admin.:

Date:

Clerk of Council:

Date:

Reynoldsburg

Department of Development
Planning & Zoning Division
7232 East Main Street
Reynoldsburg, Ohio

Received

AUG 12 2022

Reynoldsburg Building Division

App./Case#: 2022-5325

Date Submitted: 8/12/22

Fee Amount: \$500.00

☒ Paid: CK

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724-901-1719

☒ Property Owner

☐ Business Owner/Tenant

☐ Contractor

☐ Architect/Engineer

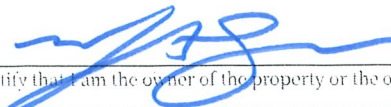
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(\$200 Residential/\$250 Non-Residential)

☐ Preliminary Plat
(\$750 + \$50 per lot)

☒ Final Plat
(\$500)

☐ Plat Modification/Vacation
(\$500)

Applicant Signature: 

Date: 8.8.22

By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner.

OFFICE USE ONLY

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Date:

☐ Approved as Submitted
☐ Approved w/ Conditions
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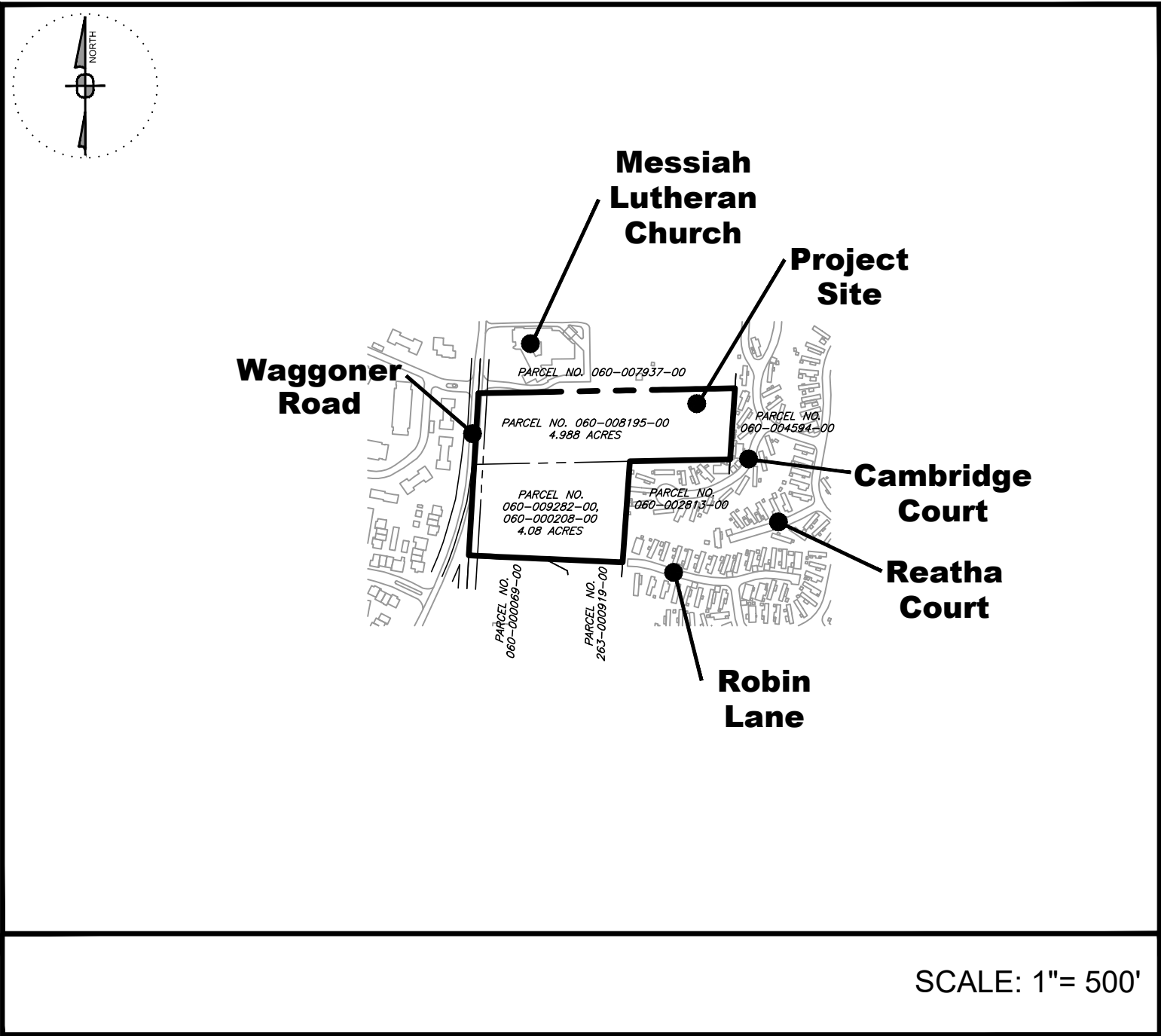
Final Subdivision Plans

Wilson Ridge Townhome Development

Plot Plan

City of Reynoldsburg, County of Franklin, State of Ohio

SITE VICINITY MAP



Situated in the State of Ohio, County of Franklin, City of Reynoldsburg, located in Half Section 8, Township 16, Range 20, Refugee Lands, and containing 9.068 acres of land, more or less, all of that tract of land conveyed to the JAS BUILDERS, LLC, by deed of record in Instrument Number: _____, all references being to those of record in the Recorders Office, Franklin County, Ohio.

The undersigned, JAS BUILDERS, LLC, by JOHN SPAGNOLO, JR., Member, owner of the land platted herein, duly authorized in the premises by action of the respective Board of Directors, do hereby certify the attached plot correctly represents the WILSON RIDGE TOWNHOME DEVELOPMENT, a subdivision of Lot 1-A to 1-E, Lot 2-A to 2-C, Lot 3-A to 3-F, Lot 4-A to 4-F, Lot 5-A to 5-F, Lot 6-A to 6-F, Lot 7-A to 7-F, Lot 8-A to 8-F, Lot 9-A to 9-F, Lot 10-A to 10-F, Lot 11-A to 11-F, Lot 12-A to 12-D, Lot 13-A to 13-E, Lot 14-A to 14-E, Lot 15-A to 15-E, inclusive, and areas delineated as Reserve "A" and Reserve "B", do hereby accept this plot of same and dedicate to public use as such, all or part of, Waggoner Road shown hereon and not heretofore dedicated.

JAS BUILDERS, LLC, in recording this PLAT of the Wilson Ridge Townhome Development, has designated a certain area of land as reserve, which may contain but not be limited to private streets, open space, drainage easements, and walking, all of which are intended for use by the owners of the fee simple titles to the lots and reserve areas in the Wilson Ridge Townhome Development. Reserve "B", is not hereby dedicated for the use by the general public but is hereby reserved for the common use and enjoyment of the owners of the fee simple titles to the lots and reserve areas in the Wilson Ridge Townhome Development.

The owners of the fee simple titles to lots 1-A thru 15-E, and areas designated as Reserve "A" and Reserve "B", shall have and are hereby granted a sp.-exclusive right-of-way and easement for access to and from public streets, in and over said Reserve "B" to be shared with the owners of the fee simple titles to each other of said lots 1-A thru 15-E, all inclusive, and areas designated as Reserve "A" and Reserve "B", and with the owners of the fee simple titles to the lots and reserve areas in existing and future sections of the Wilson Ridge Townhome Development.

Easements are hereby reserved in, over and under areas designated on this plat as "Easement" or "Drainage Easement" or "Pedestrian Easement", for the construction, operation and maintenance of all public and quasi public utilities above and beneath the surface of the ground and, where necessary, for the construction, operation and maintenance of service connections to all adjacent lots and lands and for storm water drainage. Within those areas designated "Drainage Easement" on this plat, an additional easement is hereby reserved for the purpose of constructing, operating, and maintaining major storm water drainage swales and/or other storm water drainage facilities. No above grade structures, dams or other obstructions to the flow of storm water runoff are permitted within Drainage Easement areas as delineated on this plat unless approved by the Reynoldsburg City Engineer.

In Witness Whereof, JOHN SPAGNOLO, JR., as a member, respectively of said JAS BUILDERS, LLC, have hereunto set his hand this _____ day of _____, 20____.

WITNESS
JAS BUILDERS, LLC
By _____
JOHN SPAGNOLO, JR. Member

STATE OF OHIO }
COUNTY OF FRANKLIN } SS:

Before me, a Notary Public in and for said County, personally appeared JOHN SPAGNOLO, JR., as a member respectively, of said JAS BUILDERS, LLC, who acknowledge the signing of the foregoing instrument to be their voluntary act and deed and voluntary corporate act and deed of JAS BUILDERS, LLC for the uses and purposes therein expressed.

In Witness Thereof, I have hereunto set my hand and affixed my official seal this _____ day of _____, 20____.

My Commission Expires _____
(Notary Public) Franklin County, Ohio

Prepared For:

Waggoner Road Development, LLC

257 Grove City Road
Slippery Rock, PA 16057
John Spagnolo - 412-841-9657
johns@sandyhilldev.com

Approved this _____ day of _____, 20____.

Chairman, Planning Commission Reynoldsburg, Ohio

Approved this _____ day of _____, 20____.

City Engineer and Director of Public Service Reynoldsburg, Ohio

Approved and accepted this _____ day of _____, 20____, by Ordinance No. _____, wherein all of Waggoner Road shown dedicated hereon are accepted as such, by the Council for the City of Reynoldsburg, Ohio.

City Clerk Reynoldsburg, Ohio Mayor Reynoldsburg, Ohio

Transferred this _____ day of _____, 20____.

Auditor Franklin County, Ohio

Filed for record this _____ day of _____, 20____.

at _____, Fee \$_____, File No. _____

Deputy Auditor Franklin County, Ohio

Recorded this _____ day of _____, 20____.

Plat Book _____ Page _____

Recorder Franklin County, Ohio

Deputy Recorder Franklin County, Ohio

SURVEY CERTIFICATION

I, Gary A. Sheffler, P.L.S. No. 8480, do hereby certify that this plat represents a complete survey and that the monuments shown exist as located or will be set following construction and all dimensional and geodetic details are correct.

By _____

Gary A. Sheffler, P.L.S. No. 8480

Prepared By:

**Sheffler & Company, Inc.**
ENGINEERING • SURVEYING
1712 Mount Nebo Road
Sewickley, PA 15143
Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

FEMA NOTE:
AT THE TIME OF PLATTING, BY GRAPHIC PLOTTING ONLY, THE SUBJECT PREMISES IS IN THE FOLLOWING FLOOD ZONES: ZONE "AE" AND ZONE "X" AS DESIGNATED AND DELINEATED ON THE FEMA FLOOD INSURANCE MAP FOR FRANKLIN COUNTY, OHIO, AND INCORPORATED AREAS, MAP NUMBER 39049C0358K WITH EFFECTIVE DATE OF JUNE 17, 2008.

ZONE "AE"
(BASE FLOOD ELEVATIONS DETERMINED)
ZONE "X"
(AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN)

BASIS OF BEARING:
BEARINGS SHOWN HEREON ARE BASED ON GRID NORTH, AS OBSERVED IN OHIO SOUTH STATE PLANE COORDINATE SYSTEM, NAD 83. HORIZONTAL CONTROL SHOWN HEREON IS OHIO SOUTH STATE PLANE NAD 83. COUNTY MONUMENTS RM28 & FCG15 WERE OBSERVED WITH A BEARING OF N6°53'4"E BETWEEN MEASUREMENTS.

SOURCE OF DATA:
THE SOURCES OF RECORDED SURVEY DATA REFERENCED IN THE PLAN AND TEXT OF THIS PLAT ARE RECORDS OF THE RECORDER'S OFFICE, FRANKLIN COUNTY, OHIO.

IRON PINS:
WHERE INDICATED HEREON UNLESS OTHERWISE NOTED ARE TO BE SET AND ARE SOLID IRON PINS, 5/8" IN DIAMETER, 30" IN LENGTH WITH A PLASTIC I.D. CAP BEARING THE STAMP "PERMANENT MARKER SHEFFLER".

PERMANENT MARKERS:
PERMANENT MARKERS, WHERE INDICATED HEREON UNLESS OTHERWISE NOTED, ARE TO BE SET AND ARE SOLID IRON REBAR, 1/2" IN DIAMETER, 30" IN LENGTH, ENCASED IN 6" DIAMETER CONCRETE, AND THEN CAPPED WITH AN ALUMINUM CAP BEARING THE STAMP "SURVEY MONUMENT".

GENERAL NOTE:
"RESERVE A" PARCEL IS TO BE OWNED AND MAINTAINED BY WILSON RIDGE HOMEOWNERS ASSOCIATION FOR THE PURPOSE OF OPEN SPACE AND DRAINAGE EASEMENTS. "RESERVE B" IS TO BE OWNED AND MAINTAINED BY WILSON RIDGE HOMEOWNERS ASSOCIATION FOR THE PURPOSE OF ACCESS TO THE PUBLIC ROADWAY FOR THE DEVELOPMENT.

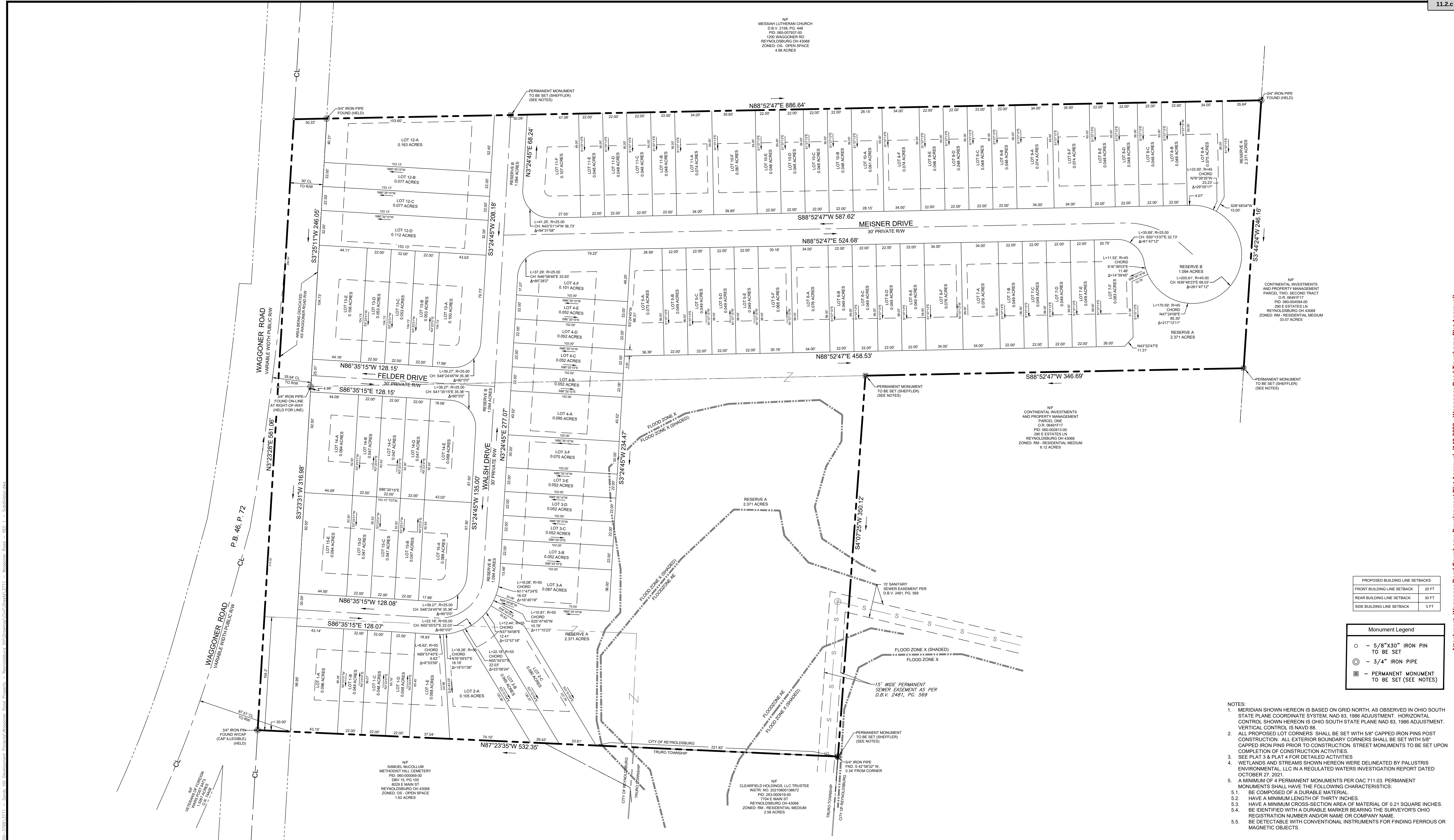
ZONING INFORMATION:

ZONING DISTRICT: (SR) SUBURBAN RESIDENTIAL
MAX. BUILDING HEIGHT: 35 FEET MAXIMUM
MIN. LOT AREA: N/A
MIN. LOT WIDTH: 50 FEET
MIN. LOT DEPTH: 100 FEET
MIN. LOT FRONTAGE: 50 FEET
MIN. FRONT YARD: 20 FEET
MIN. SIDE YARD: 5 FEET
MIN. REAR YARD: 30 FEET
MAX. LOT COVERAGE: 60% INCLUDING IMPERVIOUS AREAS

PROPOSED PARCEL AREA TABLE							
PARCEL	AREA	PARCEL	AREA	PARCEL	AREA	PARCEL	AREA
LOT 1-A	0.096 AC.	LOT 5-B	0.049 AC.	LOT 8-E	0.048 AC.	LOT 12-B	0.077 AC.
LOT 1-B	0.049 AC.	LOT 5-C	0.049 AC.	LOT 8-F	0.074 AC.	LOT 12-C	0.077 AC.
LOT 1-C	0.048 AC.	LOT 5-D	0.049 AC.	LOT 9-A	0.074 AC.	LOT 12-D	0.112 AC.
LOT 1-D	0.048 AC.	LOT 5-E	0.049 AC.	LOT 9-B	0.048 AC.	LOT 13-A	0.100 AC.
LOT 1-E	0.068 AC.	LOT 5-F	0.068 AC.	LOT 9-C	0.048 AC.	LOT 13-B	0.053 AC.
LOT 2-A	0.105 AC.	LOT 6-A	0.076 AC.	LOT 9-D	0.048 AC.	LOT 13-C	0.053 AC.
LOT 2-B	0.065 AC.	LOT 6-B	0.049 AC.	LOT 9-E	0.048 AC.	LOT 13-D	0.053 AC.
LOT 2-C	0.090 AC.	LOT 6-C	0.049 AC.	LOT 9-F	0.074 AC.	LOT 13-E	0.106 AC.
LOT 3-A	0.087 AC.	LOT 6-D	0.049 AC.	LOT 10-A	0.061 AC.	LOT 14-A	0.094 AC.
LOT 3-B	0.052 AC.	LOT 6-E	0.049 AC.	LOT 10-B	0.048 AC.	LOT 14-B	0.047 AC.
LOT 3-C	0.052 AC.	LOT 6-F	0.076 AC.	LOT 10-C	0.048 AC.	LOT 14-C	0.047 AC.
LOT 3-D	0.052 AC.	LOT 7-A	0.076 AC.	LOT 10-D	0.048 AC.	LOT 14-D	0.047 AC.
LOT 3-E	0.052 AC.	LOT 7-B	0.049 AC.	LOT 10-E	0.048 AC.	LOT 14-E	0.088 AC.
LOT 3-F	0.070 AC.	LOT 7-C	0.049 AC.	LOT 10-F	0.087 AC.	LOT 15-A	0.088 AC.
LOT 4-A	0.095 AC.	LOT 7-D	0.049 AC.	LOT 11-A	0.074 AC.	LOT 15-B	0.047 AC.
LOT 4-B	0.052 AC.	LOT 7-E	0.049 AC.	LOT 11-B	0.048 AC.	LOT 15-C	0.047 AC.
LOT 4-C	0.052 AC.	LOT 7-F	0.083 AC.	LOT 11-C	0.048 AC.	LOT 15-D	0.047 AC.
LOT 4-D	0.052 AC.	LOT 8-A	0.075 AC.	LOT 11-D	0.048 AC.	LOT 15-E	0.094 AC.
LOT 4-E	0.052 AC.	LOT 8-B	0.048 AC.	LOT 11-E	0.048 AC.	RESERVE A	2.371 AC.
LOT 4-F	0.101 AC.	LOT 8-C	0.048 AC.	LOT 11-F	0.107 AC.	RESERVE B	1.094 AC.
LOT 5-A	0.073 AC.	LOT 8-D	0.048 AC.	LOT 12-A	0.163 AC.	DEDICATION PUBLIC RIGHT OF WAY	0.387 AC.

EXISTING PARCEL AREA TABLE	
PARCEL NO.	AREA
060-000208-00	0.819 AC.
060-008195-00	4.988 AC.
060-009282-00	3.261 AC.
RIGHT-OF-WAY (INCLUSIVE)	0.387 AC.
RESERVE AREA (SAN ESMT)	0.053 AC.
TOTAL PERIMETER AREA	9.068 AC.

PLAT
1 OF 4



POCS SER. #: DESIGN - B035600494-00B
DIG - B035600489-00B

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Horizontal Scale

(Feet)

1 inch = 40 ft.

Date:

01/13/2021	LAND DEVELOPMENT SUBMITTAL #1
03/22/2021	LAND DEVELOPMENT SUBMITTAL #2
10/14/2021	FINAL SUBMITTAL TO CITY #1
12/07/2021	FINAL SUBMITTAL TO CITY #2
02/17/2022	FINAL SUBMITTAL TO CITY #3
03/21/2022	FINAL SUBMITTAL TO CITY #4
04/01/2022	FINAL SUBMITTAL TO CITY #5
06/07/2022	REVISED LOTS BASED ON NWR 22" WIDE BUILDINGS

Revision Description:

By:

Professional Seal

GARY A. SHEFFLER
REGISTERED PROFESSIONAL SURVEYOR
STATE OF OHIO

Prepared By:

Sheffler & Company, Inc.
ENGINEERING • SURVEYING

1712 Mount Nebo Road
Sewickley, PA 15143

Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

Wilson Ridge Townhome Development
(Lot Subdivision Detail)

Prepared For:

Waggoner Road Development, LLC

Situate In:
City of Reynoldsburg, County of Franklin, State of Ohio
Section 7, Township 16, Range 20, Refugee Lands

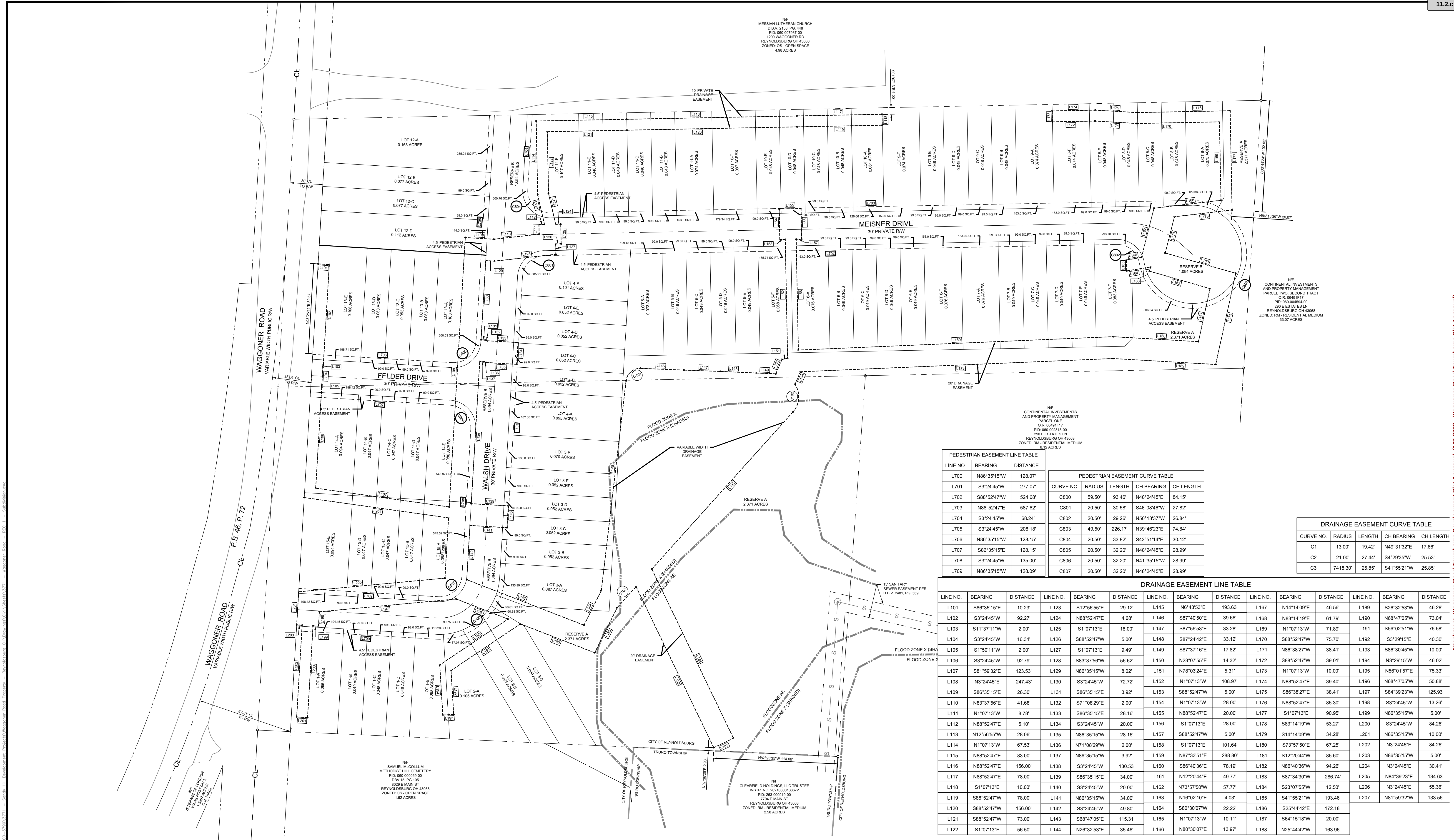
Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 060-00928200, recorded in Instrument No. 201111160149510.

DRAWING SCALE: 1" = 40'
DESIGNED BY: BUD
DATE ISSUED: 01/15/2021
REVIEWED BY: GAS
PROJECT JOB#: 3771
FIELD BOOK #: ---
CADD#: 3771 - Waggoner Road - REC 1 - Subdivision.dwg

Waggoner Road Development, LLC
257 Grove City Road
Slippery Rock, PA 16067
johns@sandyhilldev.com

Sheet No.

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PEDESTRIAN EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L700	N86°35'15"W	128.07'
L701	S3°24'45"W	277.07'
L702	S88°52'47"W	524.68'
L703	N88°52'47"E	587.62'
L704	S3°24'45"W	68.24'
L705	S3°24'45"W	208.18'
L706	N86°35'15"W	128.15'
L707	S86°35'15"E	128.15'
L708	S3°24'45"W	135.00'
L709	N86°35'15"W	128.09'

PEDESTRIAN EASEMENT CURVE TABLE				
CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C800	59.50'	93.46'	N48°24'45"E	84.15'
C801	20.50'	30.58'	S46°08'46"W	27.82'
C802	20.50'	29.26'	N50°13'37"W	26.84'
C803	49.50'	226.17'	N39°46'23"E	74.84'
C804	20.50'	33.82'	S43°51'14"E	30.12'
C805	20.50'	32.20'	N48°24'45"E	28.99'
C806	20.50'	32.20'	N41°35'15"W	28.99'
C807	20.50'	32.20'	N48°24'45"E	28.99'

DRAINAGE EASEMENT CURVE TABLE				
CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C1	13.00'	19.42'	N49°31'32"E	17.66'
C2	21.00'	27.44'	S4°29'35"W	25.53'
C3	7418.30'	25.85'	S41°52'21"W	25.85'

DRAINAGE EASEMENT LINE TABLE														
LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE	LINE NO.	BEARING	DISTANCE
L101	S86°35'15"E	10.23'	L123	S12°56'55"E	29.12'	L145	N6°43'53"E	193.63'	L167	N14°14'09"E	46.56'	L189	S26°32'53"W	46.28'
L102	S3°24'45"W	92.27'	L124	N88°52'47"E	4.68'	L146	S87°40'50"E	39.66'	L168	N83°14'19"E	61.79'	L190	N68°47'05"W	73.04'
L103	S31°37'11"W	2.00'	L125	S1°07'13"E	18.00'	L147	S87°56'53"E	33.28'	L169	N1°07'13"W	71.89'	L191	S56°02'51"W	76.58'
L104	S3°24'45"W	16.34'	L126	S88°52'47"W	5.00'	L148	S87°24'42"E	33.12'	L170	S88°52'47"W	75.70'	L192	S3°29'15"E	40.30'
L105	S1°50'11"W	2.00'	L127	S1°07'13"E	9.49'	L149	S87°37'16"E	17.82'	L171	N86°38'27"W	38.41'	L193	S86°30'45"W	10.00'
L106	S3°24'45"W	92.79'	L128	S83°37'56"W	56.62'	L150	N23°07'55"E	14.32'	L172	S88°52'47"W	39.01'	L194	N3°29'15"W	46.02'
L107	S81°59'32"E	123.53'	L129	N86°35'15"W	8.02'	L151	N78°03'24"E	5.31'	L173	N1°07'13"W	10.00'	L195	N56°01'57"E	75.33'
L108	N3°24'45"E	247.43'	L130	S3°24'45"W	72.72'	L152	N1°07'13"W	108.97'	L174	N88°52'47"E	39.40'	L196	N68°47'05"W	50.88'
L109	S86°35'15"E	26.30'	L131	S86°35'15"E	3.92'	L153	S88°52'47"W	5.00'	L175	S86°38'27"E	38.41'	L197	S84°39'23"W	125.93'
L110	N83°37'56"E	41.68'	L132	S71°08'29"E	2.00'	L154	N1°07'13"W	28.00'	L176	N88°52'47"E	85.30'	L198	S3°24'45"W	13.26'
L111	N1°07'13"W	8.78'	L133	S86°35'15"E	28.16'	L155	N88°52'47"E	20.00'	L177	S1°07'13"E	90.95'	L199	N86°35'15"W	5.00'
L112	N88°52'47"E	5.10'	L134	S3°24'45"W	20.00'	L156	S1°07'13"E	28.00'	L178	S83°14'19"W	53.27'	L200	S3°24'45"W	84.26'
L113	N12°56'55"W	28.06'	L135	N86°35'15"W	28.16'	L157	S88°52'47"W	5.00'	L179	S14°14'09"W	34.28'	L201	N86°35'15"W	10.00'
L114	N1°07'13"W	67.53'	L136	N71°08'29"W	2.00'	L158	S1°07'13"E	101.64'	L180	S73°57'50"E	67.25'	L202	N3°24'45"E	84.26'
L115	N88°52'47"E	83.00'	L137	N86°35'15"W	3.92'	L159	N87°33'51"E	288.80'	L181	S12°20'44"W	85.60'	L203	N86°35'15"W	5.00'
L116	N88°52'47"E	156.00'	L138	S3°24'45"W	130.53'	L160	S86°40'36"E	78.19'	L182	N86°40'36"W	94.26'	L204	N3°24'45"E	30.41'
L117	N88°52'47"E	78.00'	L139	S86°35'15"E	34.00'	L161	N12°20'44"E	49.77'	L183	S87°34'30"W	286.74'	L205	N84°39'23"E	134.63'
L118	S1°07'13"E	10.00'	L140	S3°24'45"W	20.00'	L162	N73°57'50"W	57.77'	L184	S23°07'55"W	12.50'	L206	N3°24'45"E	55.36'
L119	S88°52'47"W	78.00'	L141	N86°35'15"W	34.00'	L163	N16°02'10"E	4.03'	L185	S41°55'21"W	193.46'	L207	N81°59'32"W	133.56'
L120	S88°52'47"W	156.00'	L142	S3°24'45"W	49.80'	L164	S80°30'07"E	22.22'	L186	S25°44'42"E	172.18'			
L121	S88°52'47"W	73.00'	L143	S68°47'05"E	115.31'	L165	N1°07'13"W	10.11'	L187	S64°15'18"W	20.00'			
L122	S1°07'13"E	56.50'	L144	N26°32'53"E	35.46'	L166	N80°30'07"E	13.97'	L188	N25°44'42"W	163.96'			

POCS SER. #: DESIGN - B035600494-00B
DIG - B035600489-00B

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Horizontal Scale

(Feet)

1 inch = 40 ft.

Date:

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12/07/2021	FINAL SUBMITTAL TO CITY #2	RLS
02/17/2022	FINAL SUBMITTAL TO CITY #3	ASB
03/21/2022	FINAL SUBMITTAL TO CITY #4	ASB
04/01/2022	FINAL SUBMITTAL TO CITY #5	ASB
06/07/2022	REVISED LOTS BASED ON NWR 22" WIDE BUILDINGS	RLS

Professional Seal

GARY A. SHEFFLER
REGISTERED PROFESSIONAL SURVEYOR

Prepared By:

Sheffler & Company, Inc.
ENGINEERING • SURVEYING

1712 Mount Nebo Road
Sewickley, PA 15143

Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

Wilson Ridge Townhome Development
(Drainage and Pedestrian Easement Description)

Prepared For:

Waggoner Road Development, LLC

Situate In:

City of Reynoldsburg, County of Franklin, State of Ohio
Section 7, Township 16, Range 20, Refugee Lands

Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 060-00928200, recorded in Instrument No. 201111160149510.

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DESIGNED BY: BUD
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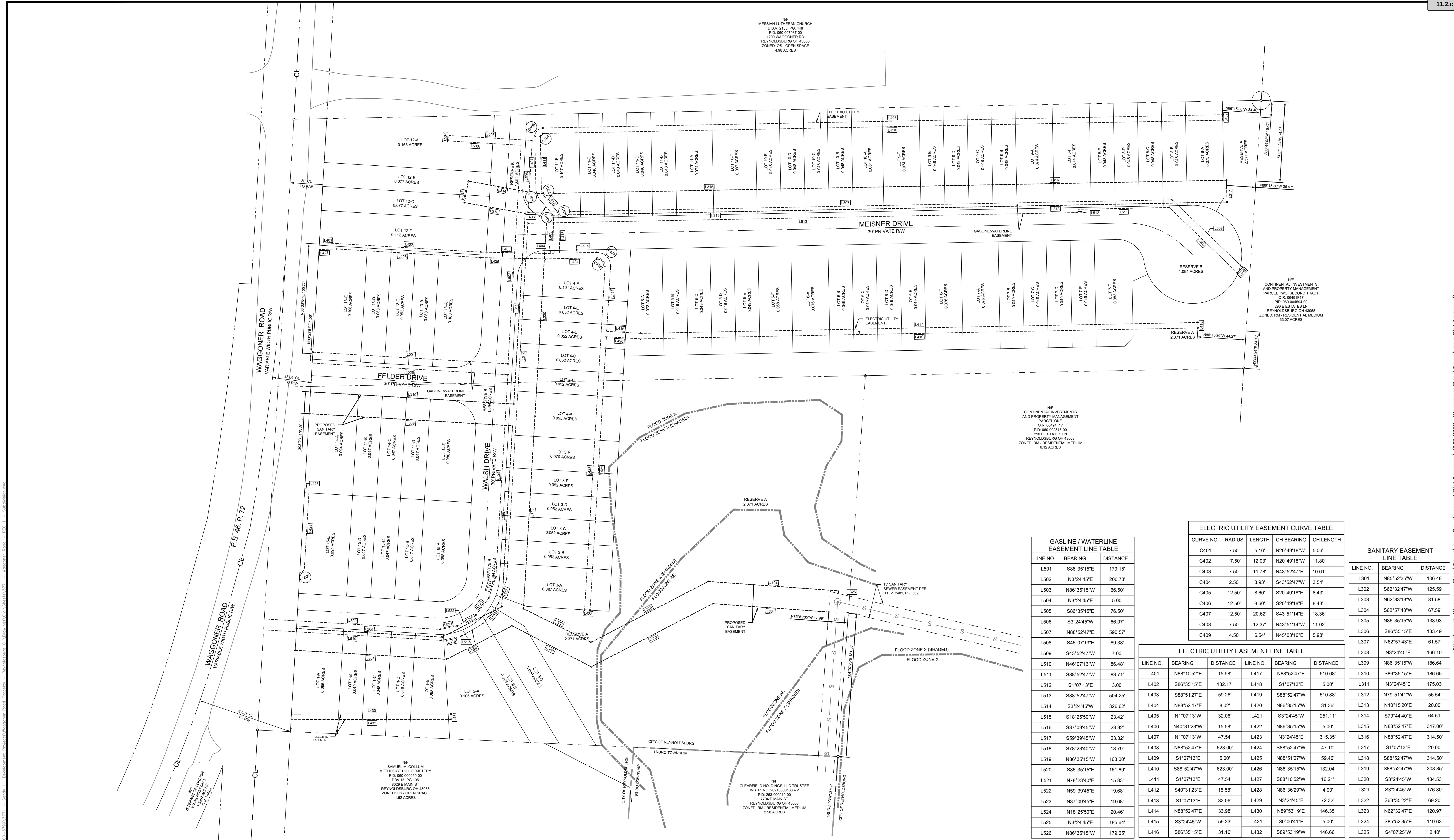
PROJECT JOB#: 3771
FIELD BOOK #: ---

CADD#: 3771 - Waggoner Road - REC 1 - Subdivision.dwg

Waggoner Road Development, LLC
257 Grove City Road
Slippery Rock, PA 16067
johns@gandyhilldev.com

Sheet No.

PLAT
3 OF 4
Packet Pg. 75



GASLINE / WATERLINE EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L501	S86°35'15"E	179.15'
L502	N3°24'45"E	200.73'
L503	N86°35'15"W	66.50'
L504	N3°24'45"E	5.00'
L505	S86°35'15"E	76.50'
L506	S3°24'45"W	66.07'
L507	N88°52'47"E	590.57'
L508	S46°07'13"E	89.38'
L509	S43°52'47"W	7.00'
L510	N48°07'13"W	86.48'
L511	S88°52'47"W	83.71'
L512	S1°07'13"E	3.00'
L513	S88°52'47"W	504.25'
L514	S3°24'45"W	326.62'
L515	S18°25'50"W	23.42'
L516	S37°09'45"W	23.32'
L517	S59°39'45"W	23.32'
L518	S78°23'40"W	18.79'
L519	N86°35'15"W	163.00'
L520	S86°35'15"E	161.69'
L521	N78°23'40"E	15.83'
L522	N59°39'45"E	19.68'
L523	N37°09'45"E	19.68'
L524	N18°25'50"E	20.46'
L525	N3°24'45"E	185.64'
L526	N86°35'15"W	179.65'

ELECTRIC UTILITY EASEMENT CURVE TABLE				
CURVE NO.	RADIUS	LENGTH	CH BEARING	CH LENGTH
C401	7.50'	5.16'	N20°49'18"W	5.06'
C402	17.50'	12.03'	N20°49'18"W	11.80'
C403	7.50'	11.78'	N43°52'47"E	10.61'
C404	2.50'	3.93'	S43°52'47"W	3.54'
C405	12.50'	8.60'	S20°49'18"E	8.43'
C406	12.50'	8.60'	S20°49'18"E	8.43'
C407	12.50'	20.62'	S43°51'14"E	18.36'
C408	7.50'	12.37'	N43°51'14"W	11.02'
C409	4.50'	6.54'	N45°03'16"E	5.98'

SANITARY EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L301	N85°52'35"W	106.48'
L302	S62°32'47"W	125.59'
L303	N62°33'13"W	81.58'
L304	S62°57'43"W	67.59'
L305	N86°35'15"W	138.93'
L306	S86°35'15"E	133.49'
L307	N62°57'43"E	61.57'
L308	N3°24'45"E	166.10'
L309	N86°35'15"W	186.64'
L310	S86°35'15"E	186.65'
L311	N3°24'45"E	175.03'
L312	N79°51'41"W	56.54'
L313	N10°15'20"E	20.00'
L314	S79°44'40"E	64.51'
L315	N88°52'47"E	317.00'
L316	N88°52'47"E	314.50'
L317	S1°07'13"E	20.00'
L318	S88°52'47"W	314.50'
L319	S88°52'47"W	308.85'
L320	S3°24'45"W	184.53'
L321	S3°24'45"W	176.80'
L322	S63°35'22"E	69.20'
L323	N62°32'47"E	120.97'
L324	S85°52'35"E	119.63'
L325	S4°07'25"W	2.40'

ELECTRIC UTILITY EASEMENT LINE TABLE		
LINE NO.	BEARING	DISTANCE
L401	N88°10'52"E	15.98'
L402	S86°35'15"E	132.17'
L403	S88°51'27"E	59.26'
L404	N88°52'47"E	8.02'
L405	N1°07'13"W	32.06'
L406	N40°31'23"W	15.58'
L407	N1°07'13"W	47.54'
L408	N88°52'47"E	623.00'
L409	S1°07'13"E	5.00'
L410	S88°52'47"W	623.00'
L411	S1°07'13"E	47.54'
L412	S40°31'23"E	15.58'
L413	S1°07'13"E	32.06'
L414	N88°52'47"E	33.98'
L415	S3°24'45"W	59.23'
L416	S86°35'15"E	31.16'

POCS SER. #: DESIGN - B035600494-00B
DIG - B035600489-00B

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

Horizontal Scale

40 0 40 80

(Feet)

1 inch = 40 ft.

Date:

01/13/2021	LAND DEVELOPMENT SUBMITTAL #1	RLS
03/22/2021	LAND DEVELOPMENT SUBMITTAL #2	RLS
10/14/2021	FINAL SUBMITTAL TO CITY #1	RLS
12/07/2021	FINAL SUBMITTAL TO CITY #2	RLS
02/17/2022	FINAL SUBMITTAL TO CITY #3	ASB
03/21/2022	FINAL SUBMITTAL TO CITY #4	ASB
04/01/2022	FINAL SUBMITTAL TO CITY #5	ASB
06/07/2022	REVISED LOTS BASED ON NWR 22" WIDE BUILDINGS	RLS

Professional Seal

GARY A. SHEFFLER
REGISTERED PROFESSIONAL SURVEYOR
STATE OF OHIO

Prepared By:

Sheffler & Company, Inc.
ENGINEERING • SURVEYING

1712 Mount Nebo Road
Sewickley, PA 15143

Office Phone: 412-219-4509
Email: Info@ShefflerCo.com

Wilson Ridge Townhome Development
(Sanitary and Utility Easement Description)

Prepared For:

Waggoner Road Development, LLC

Situate In:

City of Reynoldsburg, County of Franklin, State of Ohio
Section 7, Township 16, Range 20, Refugee Lands

Being a consolidation and subdivision of Parcel No. 06-008195-00, recorded in Instrument No. 201111160149513 & 060-00928200, recorded in Instrument No. 201111160149510.

DRAWING SCALE: 1" = 40'
DESIGNED BY: BUD
DATE ISSUED: 01/15/2021
REVIEWED BY: GAS
PROJECT JOB#: 3771
FIELD BOOK #: ---
CADD#: 3771 - Waggoner Road - REC 1 - Subdivision.dwg

Waggoner Road Development, LLC
257 Grove City Road
Slippery Rock, PA 16057
johns@sandyhilldev.com

Sheet No.

PLAT
4 OF 4
Packet Pg. 76

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: CRA Tax Exemption for Reynoldsburg MOB LLC

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
-------------------------	--------------------------	----------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Two read emergency

AUTHORIZING AN AGREEMENT WITH REYNOLDSBURG MOB LLC**OR AN AFFILIATE, PROVIDING FOR A PROJECT AND A PROPERTY TAX EXEMPTION PURSUANT TO THE OHIO COMMUNITY REINVESTMENT AREA PROGRAM, AND DECLARING AN EMERGENCY.**

WHEREAS, the General Assembly of the State of Ohio, by the enactment of Ohio Revised Code Sections 3735.65 et seq. (the "Community Reinvestment Area Program"), has heretofore authorized municipal corporations to designate Community Reinvestment Areas within the State in order to provide incentives for new residential, commercial or industrial development and/or rehabilitation in such areas, by making available property tax exemption for such new development or rehabilitation; and

Clerk of Council

Mollie Prasher

7232 East Main Street

Reynoldsburg OH 43068

614-322-6836 Phone

WHEREAS, pursuant to said Community Reinvestment Area Program, this Council by Ordinance No. 59-2022 approved the designation of the geographic area described in said Ordinance as the East Main Community Reinvestment Area (the “Community Reinvestment Area”); and

WHEREAS, Reynoldsburg MOB LLC, an Ohio limited liability company, or an affiliate (the “Owner”) plans to construct an approximately 60,000 square foot, three-story medical office building on a 5.3 acre site located on the north side of East Main Street and the Franklin and Licking County line, and on tax parcel number 060-009613-00 (the “Project”); and

WHEREAS, the Owner has submitted an application to the City requesting a property tax exemption for the Project, and the City desires to enter into a Community Reinvestment Area Agreement (the “Agreement”) with the Owner; and

WHEREAS, the Project is located in the Reynoldsburg City School District and the Eastland Joint Vocational School District and the Board of Education of the Reynoldsburg City School District and the Board of Education of the Eastland Joint Vocational School District have been notified of the proposed Agreement in accordance with Ohio Revised Code Sections 3735.671 and 5709.83; and

WHEREAS, the Reynoldsburg City School District has approved the Project and proposed Agreement in accordance with Ohio Revised Code Section 3735.671; and

WHEREAS, this Council has determined that it will be in the best interests of the City and its citizens to proceed to enter into the Agreement with the Owner, and that fulfillment of such Agreement will carry out the purposes of the Community Reinvestment Area Program;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, FRANKLIN, LICKING, AND FAIRFIELD COUNTIES, OHIO:

SECTION 1. Approval of Agreement. This Council hereby approves the Agreement providing for the Project and for an exemption from real property taxation of 100% of the increase in the

Clerk of Council

Mollie Prasher

7232 East Main Street

Reynoldsburg OH 43068

614-322-6836 Phone

assessed valuation of real property resulting from improvements to real property for 15 years. That Agreement shall be in substantially the form of the Agreement on file with the Clerk of Council, with such revisions as are approved by the City Attorney; and this Council hereby authorizes the Mayor to execute the Agreement on behalf of the City.

SECTION 2. Further Authorizations. This Council hereby authorizes and directs the Mayor, the City Attorney, the City Auditor, and the Development Director, or other appropriate officers of the City to prepare and sign all agreements and instruments and to take any other actions as may be appropriate to implement this ordinance, the terms and conditions of the aforesaid Agreement and the requirements and policies of the Community Reinvestment Area Program.

SECTION 3. Delivery. Pursuant to Section 3735.671 of the Ohio Revised Code, the Clerk of Council is hereby directed to deliver a copy of the Agreement to the Director of the Ohio Department of Development within fifteen days after the Agreement is entered into. On or before March 31 of each year that the exemption set forth in Section 1 hereof remains in effect, the Mayor or other authorized officer of this City shall prepare and submit to the Director of the Ohio Department of Development, the Reynoldsburg City School District and the Eastland Joint Vocational School District a status report required under Section 3735.672 of the Ohio Revised Code.

SECTION 4. Open Meetings. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including ORC 121.22.

SECTION 5. Effective Date. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that this ordinance is required to be immediately effective so that the Project may commence immediately to provide for creation of jobs and economic opportunities, which are vitally needed in order to enhance revenues for the City and to improve the economic welfare of the people, therefore, this ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

COMMUNITY REINVESTMENT AREA AGREEMENT

This Agreement (the "Agreement") is made and entered into on _____, 2022, by and between the City of Reynoldsburg, Ohio ("REYNOLDSBURG"), an Ohio municipal corporation, with offices located at 7232 East Main Street, Reynoldsburg, Ohio 43068 and Reynoldsburg MOB LLC, an Ohio limited liability company ("COMPANY") with its offices located at 1533 Lake Shore Drive, Columbus, Ohio 43204. REYNOLDSBURG and COMPANY are collectively referred to herein as the "Parties."

WITNESSETH:

WHEREAS, REYNOLDSBURG has encouraged the development of real property and the acquisition of personal property located in the area designated as the Reynoldsburg Community Reinvestment Area; and

WHEREAS, COMPANY is desirous of constructing a three-story medical office building, which will consist of approximately 60,000 square feet of space, hereinafter referred to as the "PROJECT", within the boundaries of the aforementioned Community Reinvestment Area, provided that the appropriate development incentives are available to support the economic viability of said PROJECT; and

WHEREAS, the REYNOLDSBURG City Council by Ordinance No.59-2022 designated the Reynoldsburg Community Reinvestment Area pursuant Chapter 3735 of the Ohio Revised Code; and

WHEREAS, REYNOLDSBURG, having the appropriate authority for the stated type of project, is desirous of providing COMPANY with incentives available for the development of the PROJECT in said Community Reinvestment Area under Chapter 3735 of the Ohio Revised Code; and

WHEREAS, COMPANY has submitted a proposed agreement application, herein attached as Exhibit A, to REYNOLDSBURG (said application hereinafter referred to as the "Application"); and

WHEREAS, the Director of Development of REYNOLDSBURG has investigated the Application and has recommended the same to the City Council of Reynoldsburg on the basis that COMPANY is qualified by financial responsibility and business experience to create and preserve employment and/or housing opportunities in said Community Reinvestment Area and improve the economic climate of REYNOLDSBURG; and

WHEREAS, all required notices to school districts have been or will be delivered in accordance with 5709.83 of the Ohio Revised Code.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefit to be derived by the parties from the execution hereof, the parties herein agree to the foregoing and as follows:

SECTION 1. LOCATION BY COMPANY

1. COMPANY shall construct approximately 60,000 square feet of space on an approximately 5.3-acre site, described more particularly in the attached Exhibit B, which has been split from Parcel #060-003828-00 to form Parcel #060-009613, located on the northside of E. Main Street and the Franklin and Licking County line. The PROJECT will involve a total investment by COMPANY of approximately \$17,000,000 of hard costs as described in the Application.
2. The PROJECT will begin on or before January 1 2023, and all acquisition, construction and installation is expected to be completed by December 31, 2024.

SECTION 2. PROGRAM COMPLIANCE

1. REYNOLDSBURG hereby grants COMPANY a 100% real property tax exemption pursuant to Section 3735.67 of the Ohio Revised Code for a 15 year period for the PROJECT. The exemption commences the first year for which the real property would first be taxable were that property not exempted from taxation. No exemption shall commence after tax year 2025 collection year 2026, nor extend beyond tax year 2039/collection year 2040 (15 year exemption period).
2. COMPANY (or its tenants located within the PROJECT) shall create, retain, and maintain jobs providing for as follows:
 - A. In the first full year of the real property tax exemption, at least \$8,500,000 in annual payroll at the Project, resulting in a minimum of \$212,500.00 in annual income tax withholdings revenues to REYNOLDSBURG.
 - B. In the second full year of the real property tax exemption, at least \$9,500,000 in annual payroll at the Project, resulting in a minimum of \$237,500.00 in annual income tax withholdings revenues to REYNOLDSBURG.
 - C. In the third full year and each year thereafter of the real property tax exemption, at least \$11,000,000 in annual payroll at the Project, resulting in a minimum of \$275,000.00 in annual income tax withholding revenues to REYNOLDSBURG.

The minimum annual income tax withholding holding revenues set forth above shall hereinafter be referred to as the “Revenue Threshold.”

COMPANY will seek to procure all such necessary information from the tenants occupying space in the PROJECT as requested by the Director of Development for REYNOLDSBURG to verify that COMPANY has maintained or is causing to be maintained the Revenue Threshold. COMPANY shall be responsible for providing to REYNOLDSBURG or causing to be provided to REYNOLDSBURG all tenant employee payroll and withholding information necessary to demonstrate achievement of the Revenue Threshold.

If COMPANY fails to maintain or cause to be maintained the Revenue Threshold for the PROJECT, COMPANY shall make a payment in lieu of taxes to REYNOLDSBURG in the amount equal to thirty-five percent (35%) of real property taxes abated pursuant to the real property tax exemption granted by this Agreement. However, the 35% payment in lieu of taxes shall apply only for years where the Revenue Threshold has not been satisfied. For years where the Revenue Threshold has been satisfied no payments in lieu of taxes shall be due. The Revenue Threshold set forth in this Section is established on the assumption that the City income tax rate is two and one half percent (2.5%). If such rate is increased or decreased at any time before or after the commencement of the exemption period, the Revenue Threshold shall be proportionately increased or decreased. Any payments in lieu of taxes shall be due by June 1 of the year following the year in which the Revenue Threshold is not satisfied.

3. COMPANY shall pay such real and tangible personal property taxes as are not exempted under this Agreement and are charged against such property and shall file all tax reports and returns as required by law. If COMPANY fails to pay such taxes or file such returns and reports, all incentives granted under this Agreement are rescinded beginning with the year for which such taxes are charged or such reports or returns are required to be filed and thereafter.
4. COMPANY hereby certifies that at the time this Agreement is executed, COMPANY does not owe any delinquent real or tangible personal property taxes to any taxing authority of the STATE, and does not owe delinquent taxes for which COMPANY is liable under Chapter 5733., 5735., 5739., 5741., 5743., 5747., 5753. of the Ohio Revised Code, or, if such delinquent taxes are owed, COMPANY is currently paying the delinquent taxes pursuant to an undertaking enforceable by the STATE or an agent or instrumentality thereof, has filed a petition in bankruptcy under 11 U.S.C.A. 101, et seq., or such a petition has been filed against COMPANY. For the purposes of the certification, delinquent taxes are taxes that remain unpaid on the latest day prescribed for payment without penalty under the chapter of the Revised Code governing payment of those taxes.
5. REYNOLDSBURG shall perform such acts as are reasonably necessary or appropriate to effect, claim, reserve and maintain exemptions from taxation granted under this Agreement including, without limitation, joining in the execution of all documentation and providing any necessary certificates required in connection with such exemptions.
6. If for any reason REYNOLDSBURG revokes the designation of the Community Reinvestment Area, entitlements granted under this Agreement shall continue for the number of years specified under this Agreement, unless COMPANY materially fails to fulfill its obligations under this Agreement and REYNOLDSBURG terminates or modifies the exemptions from taxation granted under this Agreement.
7. If COMPANY materially fails to fulfill its obligations under this Agreement, or if REYNOLDSBURG determines that the certification as to the delinquent taxes required by Agreement is fraudulent, REYNOLDSBURG may terminate or modify the exemptions from taxation granted under this Agreement and may require the repayment of the amount of taxes that would have been payable had the property not been exempted from taxation under this Agreement.

8. COMPANY shall provide or shall cause to be provided by its tenants occupying space in the PROJECT to the proper Tax Incentive Review Council any information reasonably required by the Council to evaluate COMPANY'S compliance with this Agreement, including returns filed pursuant to section 5711.02 of the Ohio Revised Code if requested by the Council. COMPANY shall also provide such information as well as certified payroll and tax withholding information for employees of COMPANY and any tenants located at the PROJECT to the Director of Development of REYNOLDSBURG upon request.
9. This Agreement is not transferable or assignable without the express, written approval of REYNOLDSBURG.
10. Exemptions from taxation granted under this Agreement shall be revoked if it is determined that COMPANY, any successor to that person, or any related member (as those terms are defined in division (E) of section 3735.671 of the Ohio Revised Code) has violated the prohibition against entering into this Agreement under division (E) of section 3735.671 or section 5709.62 or 5709.63 of the Ohio Revised Code prior to the time prescribed by that division or either of those sections.
11. COMPANY and REYNOLDSBURG acknowledge that this Agreement must be approved by formal action of the City Council of REYNOLDSBURG as a condition for this Agreement to take effect. This Agreement takes effect upon such approval.
12. COMPANY affirmatively covenants that it has made no false statements to the STATE or REYNOLDSBURG in the process of obtaining approval for Community Reinvestment Area incentives. If any representative of COMPANY has knowingly made a false statement to the STATE or REYNOLDSBURG to obtain Community Reinvestment Area incentives, COMPANY shall be required immediately to return all benefits received under this Agreement pursuant to ORC Section 9.66 (C)(2) and shall be ineligible for any future economic development assistance from the STATE, any STATE agency or a political subdivision pursuant to ORC Section 9.66 (c)(1). Any person who provides a false statement to secure economic development assistance may be guilty of falsification, a misdemeanor of the first degree, pursuant to ORC Section 2921.13, which is punishable by a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.
13. COMPANY will pay to REYNOLDSBURG an annual fee equal to the greater of one per cent of the amount of taxes exempted under this Agreement or five hundred dollars; provided, however, that if the value of the taxes exempted exceeds two hundred fifty thousand dollars, the fee shall not exceed two thousand five hundred dollars. The fee shall be payable to REYNOLDSBURG on January 15th year for each Taxable Year of the Incentive Period.
14. This Agreement may be executed in one or more counterparts, each of which constitutes an original agreement and all of which constitute one and the same original agreement. Delivery of an executed counterpart hereof by facsimile or in electronic format shall be effective as manual delivery of such counterpart.

15. If any provision of this Agreement is held to be illegal, invalid or unenforceable, said provision is fully severable. This Agreement will be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement and the remaining provisions of this Agreement will remain in full force and effect and will not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.
16. Company shall be considered to have materially failed to fulfill its obligations under this Agreement if Company does not cure a failure to fulfill its obligations within 30 days after receiving written notice from Reynoldsburg of such failure. In addition, exemptions from taxation granted under this Agreement may be rescinded as set forth in Section 2.2 only after (i) with respect to real property taxes, Company fails to cure the failure to pay real property taxes with respect to the Project Site by the time the second delinquent tax list is published pursuant to Ohio Revised Code Section 5721.03, or (ii) with respect to tangible personal property taxes, Company fails to cure the failure to pay tangible personal property taxes with respect to the Project Site by the time the second delinquent personal and classified property tax list is published pursuant to Ohio Revised Code Section 5719.04.
17. In addition to its other obligations hereunder, the Company shall provide the following community benefits:

Company shall maintain membership in the Reynoldsburg Area Chamber of Commerce for each Taxable Year of the Incentive Period, will make a \$3,000 donation to REYNOLDSBURG to be used in administering the Reynoldsburg Tomato Festival for each Taxable Year of the Incentive Period (payable each January 15) and will make a one-time CRA creation fee of \$2,000 upon execution of this Agreement (which fee shall be in addition to the \$750 application fee due to the State of Ohio).

[Signatures on the Next Page.]

IN WITNESS WHEREOF, REYNOLDSBURG, by _____, _____, and pursuant to Ordinance No. _____, has caused this instrument to be executed this _____ day of _____, 20____, and COMPANY, by its duly authorized signor, has caused this instrument to be executed on this _____ day of _____, 20____.

COMPANY:

REYNOLDSBURG MOB LLC

_____,
an Ohio limited liability company

By: _____
Name:
Title:

REYNOLDSBURG:

CITY OF REYNOLDSBURG

By _____
Mayor

Approved as to form:

City Attorney

EXHIBIT A
CRA APPLICATION

Attachment: Community Reinvestment Area Agreement (144-2022 : CRA Tax Exemption for Reynoldsburg MOB LLC)

CITY OF REYNOLDSBURG

COMMERCIAL PROJECTS

PROPOSED AGREEMENT for Community Reinvestment Area Tax Incentives between the
City of Reynoldsburg located in the County of Franklin and
Reynoldsburg MOB LLC and its tenant: Central Ohio Primary Care Physicians

1. a. Name of property owner, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

Reynoldsburg LLC MOB
 Enterprise Name

Paul G. Ghidotti
 Contact Person

c/o The Daimler Group, Inc.
1533 Lake Shore Drive, Columbus, Ohio 43204 (614) 488-4424
 Address Telephone Number

- b. Project site:

A portion of Parcel # 060-003828 Paul G. Ghidotti
 Contact Person

(same as above) (same as above)
 Address Telephone Number

2. a. Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site.

Medical Office Building

- b. List primary 6 digit North American Industry Classification System (NAICS) # 62111

Business may list other relevant SIC
 numbers. _____

- c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: _____)

CITY OF REYNOLDSBURG

d. Form of business of enterprise (corporation, partnership, proprietorship, or other).

Limited Liability Company (LLC)

3. Name of principal owner(s) or officers of the business.

Hidden Lake Investment Group IV LLC & Central Ohio Primary Care Physicians, Inc.

4. a. State the enterprise's current employment level at the proposed project site:

NONE

b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Yes X No

c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

Medical Practice offices from Central Ohio Primary Care will be moving from the City of Columbus into Reynoldsburg

d. State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):

As of 8/1/2022 – Central Ohio Primary Care Physicians has 2,112 Employees. 1,865 are full time permanent. The other 247 are part time or contingent employees.

e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:

See attached spreadsheet – all employees listed will leave their current location and be relocated to the new facility.

f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated?

A projected total of 147 employees will be relocated from Columbus to the new facility and 21 employees will relocate from another location inside the City of Reynoldsburg to the new facility. Employees consist of physicians, nurse practitioners, physician assistants, physical therapists, radiology technicians, and medical office support staff. See attached spreadsheet for

CITY OF REYNOLDSBURG

greater detail.

5. Does the Property Owner owe:

a. Any delinquent taxes to the State of Ohio or a political subdivision of the state?
Yes ___ No X

b. Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes ___ No X

c. Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?
Yes ___ No X

d. If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets).

6. Project Description: Approximately 61,000 SF 3-Story Medical Facility with Primary Care which includes Family Medicine, Internal Medicine, and Pediatrics. In addition, Imaging, Phlebotomy Services, Physical Therapy, Specialty Care, and Urgent Care will be located in the building to support the Primary Care practices.

7. Project will begin January, 2023 and be completed January, 2025 provided a tax exemption is provided.

8. a. Estimate the number of new employees the property owner will cause to be created at the facility that is the project site (job creation projection must be itemized by the name of the employer, full and part-time and permanent and temporary):

Central Ohio Primary Care (tenant) will bring approx. 173 full time permanent employees to the new building.

b. State the time frame of this projected hiring: 2 yrs.

c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):

173 employees is at completion of the building. 3% growth going forward.

9. a. Estimate the amount of annual payroll such new employees will add \$ 11,035,000
(new annual payroll must be itemized by full and part-time and permanent and

CITY OF REYNOLDSBURG

temporary new employees).

- b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the project: \$ None

10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:

A.	Acquisition of Land/Buildings:	\$ <u>1,000,000</u>
B.	Additions/New Construction:	\$ <u>16,000,000</u>
C.	Improvements to existing buildings:	\$ <u>0</u>
D.	Machinery & Equipment:	\$ <u>TBD</u>
E.	Furniture & Fixtures:	\$ <u>TBD</u>
F.	Inventory:	\$ <u>TBD</u>

Total New Project Investment: \$+/- \$20,000,000

11. a. Business requests the following tax exemption incentives: 100 % for 15 years covering real property and building as described above. Be specific as to the rate, and term.

- b. Business's reasons for requesting tax incentives (be quantitatively specific as possible)

This project contemplates the relocation and assimilation of many different COPC medical practices into a single consolidated Class A Medical Office Building which will allow for these physicians to perform their trade in a much more efficient manner and to have the benefit of ancillary services under one roof (i.e. at one location) to make the delivery of medical care by these physicians much more patient centric and efficient. However, this efficiency comes at a heighten cost whereby having some savings from operating the facility will help offset the much higher base rental costs that all of these physicians are currently paying in their current locations.

Submission of this application expressly authorizes the City of Reynoldsburg to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item # 5 and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation, or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request.

The Applicant agrees to supply additional information upon request.

The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C) (1) and 2921.13(D) (1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefits as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

CITY OF REYNOLDSBURG

REYNOLDSBURG MOB LLC

By Paul Shidoti
Its Authorized Representative9/20/22
Date_____
SignaturePAUL SHIDOTI
Typed Name and Title

* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal. Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board of Education to appear and/or comment before the legislative authorities considering the request.

** Attach to Final Community Reinvestment Area Agreement as Exhibit A

Please note that copies of this proposal must be included in the finalized Community Reinvestment Area Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Department of Development within fifteen (15) days of final approval.

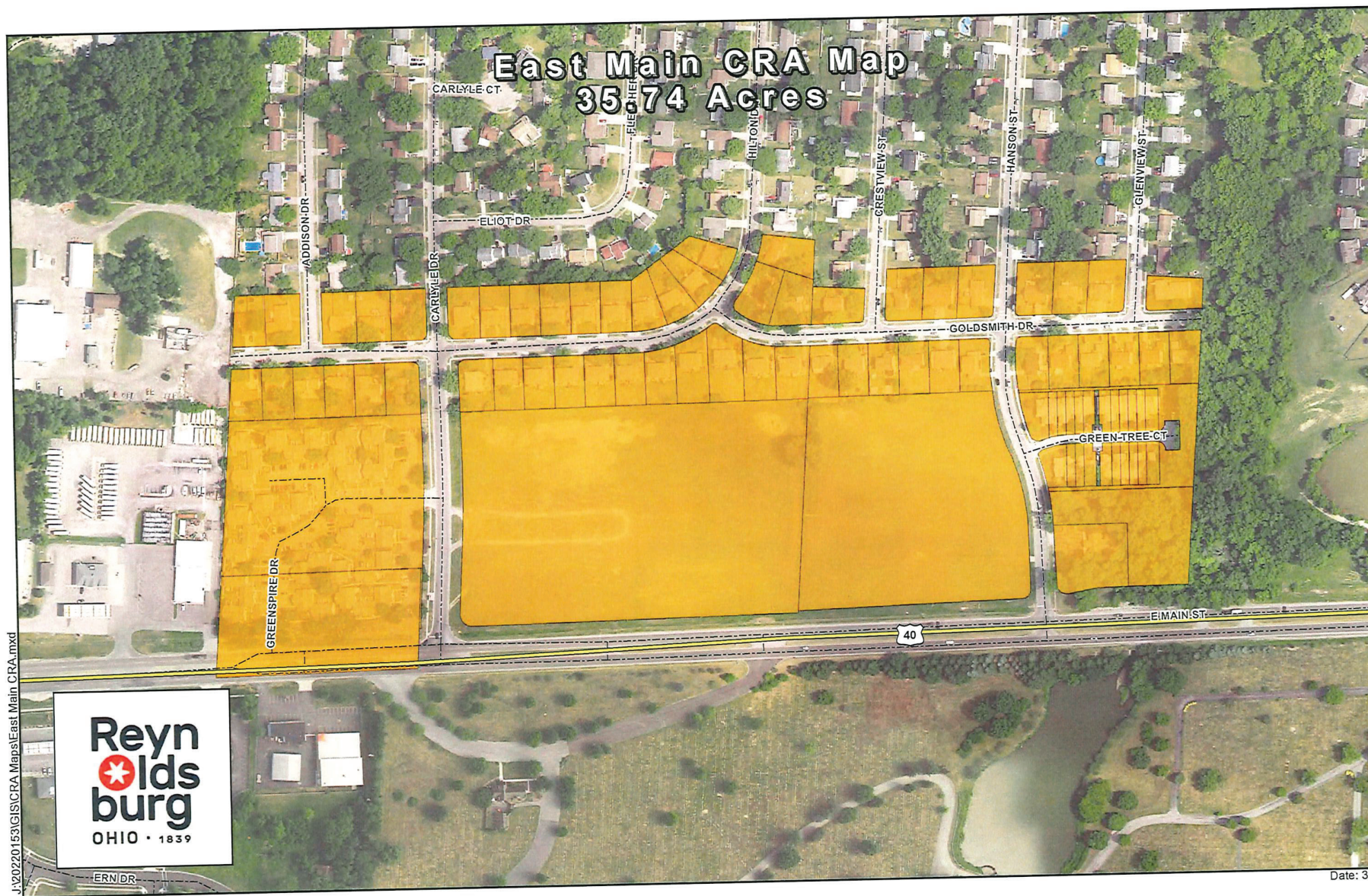
Attachment: Community Reinvestment Area Agreement (144-2022 : CRA Tax Exemption for Reynoldsburg MOB LLC)

Central Ohio Primary Care Phys Inc.
 Reynoldsburg- Medical Building
 All employees are permanent & full time.

Sites	Current Address	Current City	PROJECTION FOR 2022	EE's for 2022
Canyon Medical Center	5969 E. Broad Street, Suite 200, Columbus, OH 43213	Columbus	2,282,209.60	42.4
Suburban Internal Medicine	6465 E. Broad Street, Suite D, Columbus, OH 43213	Columbus	1,287,973.00	15
Feldman Family	6100 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	299,489.50	0
Eastglen Pediatrics	6495 E. Broad Street, Suite A, Columbus, OH 43213	Columbus	1,018,756.00	21
Building Blocks Pediatrics	6503 E. Broad Street, Suite 100, Columbus, OH 43213	Columbus	1,252,386.00	24
Primary Care Phys East	6096 East Main Street, Suite 112 , Columbus, OH 43213	Columbus	403,377.00	16
Radiology - East	6096 E. Main Street, Suite 109, Columbus, OH 43213	Columbus	411,208.00	12
Physical Therapy East	6096 E. Main Street, Suite 109, Columbus, OH 43213	Columbus	335,844.00	6
Same Day Center East	6096 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	365,638.00	8
Eastside Draw Station	6096 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	64,165.00	2
John Paes - Eastside	6096 E. Main Street, Suite 112, Columbus, OH 43213	Columbus	13,666.00	1
Stonegate Family Health	6488 E. Main Street, Suite C, Reynoldsburg, OH 43068	Reyns	1,919,971.67	13
Stonegate Medical Assoc	6488 E. Main Street, Suite 110, Reynoldsburg, OH 43068	Reyns	1,058,636.70	8
			<u>10,713,320.47</u>	<u>168</u>
			TOTAL 2022	

EXHIBIT B
DEPICTION OF PROJECT SITE

Attachment: Community Reinvestment Area Agreement (144-2022 : CRA Tax Exemption for Reynoldsburg MOB LLC)



J:\2020\153\GIS\CRA Maps\East Main CRA.mxd

Attachment: Community Reinvestment Area Agreement (144-2022 : CRA Tax Exemption for Reynoldsburg

ALTA/NSPS LAND TITLE SURVEY

HALF SECTION 9, SECTION 8, TOWNSHIP 16, RANGE 20

REFUGEE LANDS

CITY OF REYNOLDSBURG, COUNTY OF FRANKLIN, STATE OF OHIO

PROPOSED NEW LEGAL DESCRIPTION

5.257 ACRES

Situated in the State of Ohio, County of Franklin, City of Reynoldsburg, located in Half Section 9, Section 8, Township 16, Range 20, Refugee Lands and being out of Reserve "D" of that subdivision entitled Ludlow by record in Plat Book 33, Page 72 as conveyed to City of Reynoldsburg by deed of record in Instrument Number 202110180189078 (all references refer to the records of the Recorder's Office, Franklin County, Ohio) and being more particularly described as follows:

BEGINNING at a 3/4 inch iron pin found capped "Geographics" at the northwesterly corner of said Reserve "D", the southwesterly corner of Lot 7 of said Ludlow and in the easterly right-of-way line of Carlyle Drive (90') of record in Plat Book 33, Page 72;

Thence North 88° 54' 14" East, with the northerly line of said Reserve "D" and with the southerly line of Lots 7-13 of said Ludlow, (passing a 1 1/2 inch iron pin found at 290.00 feet) a total distance of 454.95 feet to an iron pin set in the southerly line of said Lot 13;

Thence South 01° 06' 06" East, across said Reserve "D", a distance of 498.28 feet to an iron pin set in the northerly right-of-way line of East Main Street (right of way varies) of record in Plat Book 33, Page 72;

Thence South 88° 54' 14" West, with the southerly line of said Reserve "D" and with the northerly right-of-way line of said East Main Street, a distance of 441.85 feet to a 3/4 inch iron pin found capped "Geographics" at a point of curvature;

Thence continuing with the southerly line of said Reserve "D" and with the northerly right of way line of said East Main Street, with the arc of a curve to the right, having a central angle of 94° 29' 05", a radius of 30.00 feet, an arc length of 49.47 feet, a chord bearing of North 43° 51' 14" West and chord distance of 44.05 feet to a 3/4 inch iron pin found capped "Geographics" in the easterly right-of-way line of said Carlyle Drive;

Thence North 03° 23' 19" East, with the westerly line of said Reserve "D" and with the easterly right-of-way line of said Carlyle Drive, a distance of 101.55 feet to an iron pin set at a point of curvature;

Thence continuing with the westerly line of said Reserve "D" and with said easterly right-of-way line, with the arc of a curve to the left, having a central angle of 04° 29' 05", a radius of 2882.32 feet, an arc length of 225.61 feet, a chord bearing of North 01° 08' 46" East and chord distance of 225.55 feet to a 3/4 inch iron pin found;

Thence North 01° 05' 46" West, with said westerly line and with said easterly right-of-way line, a distance of 139.31 feet to the POINT OF BEGINNING, containing 5.257 acres, more or less.

TABLE A OPTIONAL ITEM NOTES:

- 6(a). Zoning information was not made available to the undersigned as of the date of this survey.
7. No buildings were observed on the subject tract at the time the fieldwork was conducted.
9. No parking striping was observed on the subject tract at the time the fieldwork was conducted.
16. There was no evidence of recent earth moving, building construction, or building additions observed on the subject tract at the time the fieldwork was conducted.
17. There was no evidence of street right-of-way changes, recent street or sidewalk construction, or repairs observed on the subject tract at the time the fieldwork was conducted.
18. There are no off-site insured easements referenced in Title Commitment No. 22-16484 issued by First American Title Company with an effective date of April 1, 2022.

- Iron Pin Set
 - Iron Pin Found
 - Stone Found
 - P.K. Nail Found
 - Monument Found
 - Magnetic Nail Set
 - Magnetic Nail Found
 - Railroad Spike Found
- LP. Set are 13/16" I.D. iron pipes
30" long with cap inscribed EMHT INC.

GRAPHIC SCALE (in feet)

0 50 100

SYMBOL LEGEND

- Sign
- Guy Wire & Anchor
- Utility Pole
- Telephone Manhole
- Telephone Pedestal Box
- Fiber Optic Pull Box
- Sanitary Sewer Manhole
- Curb & Gutter Inlet
- Fire Hydrant
- Water Valve
- Light Pole
- Fiber Optic Marker Post
- Electric Pole

LINE LEGEND

- X—X— Fence Line
- GW — Gas Line
- STM — Storm Line
- SAN — Sanitary Line
- OHW — Overhead Wires

5.257 AC.

CITY OF REYNOLDSBURG
I.N. 202110180189078
P.N. 060-003828

ADDRESS: EAST MAIN
STREET REYNOLDSBURG

LUDLOW
P.B. 33, P. 72
RESERVE "D"



LOCATION MAP AND BACKGROUND DRAWING
NOT TO SCALE

BASIS OF BEARINGS:

The coordinates shown on this map are based on the Ohio State Plane Coordinate System, South Zone, NAD 83 (2011). Said coordinates are based upon positional solutions derived from RTK GNSS observations using the Ohio Department of Transportation's Ohio Real Time Network equipment and software. A bearing of North 88° 54' 14" West was held for a portion of the centerline of East Main Street.

FEMA NOTE:

According to the Federal Emergency Management Agency's Flood Insurance Rate Map No. 39049C0358K (dated June 17, 2008), the subject tract shown hereon lies within Zone X (areas determined to be outside of the 0.2% annual chance floodplain).

UTILITY STATEMENT:

A Utility Marking and Plans request was submitted to OHIO811 on July 5, 2022. The utilities shown hereon have been located from field survey information and review of plans and/or reports provided by the client and referenced hereon. The surveyor makes no guarantee that the utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the utilities shown are in the exact location indicated, although s/he does certify that they are located as accurately as possible.

SURVEY NOTE:

This survey was prepared using documents of record, prior plats of survey, and observed evidence located by an actual field survey.

CERTIFICATION: Commitment No. 22-16484

To: The Daimler Group, Inc., City of Reynoldsburg, Reynoldsburg MOB LLC, First American Title Insurance Company and Esquire Title Services, Inc.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 "Minimum Standard Detail" Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 6(b), 7(a), 8, 9, 11, 13, 16, 17, 18 and 19 of Table A thereof. The fieldwork was completed on July 18, 2022.

By *Joshua M. Kleemeyer* 8/19/22 Date
Joshua M. Kleemeyer
Professional Surveyor No. 8790
jkleemeyer@emht.com



EMHT		Date: August 10, 2022
Evans, Mechwart, Hambleton & Tilton, Inc. Engineers • Surveyors • Planners • Scientists 5500 New Albany Road, Columbus, OH 43254 Phone: 614.775.4500 Toll Free: 888.775.3448 emht.com		Scale: 1" = 50'
		Job No: 2022-0560
		Sheet: 1 of 1
REVISIONS		
MARK	DATE	DESCRIPTION

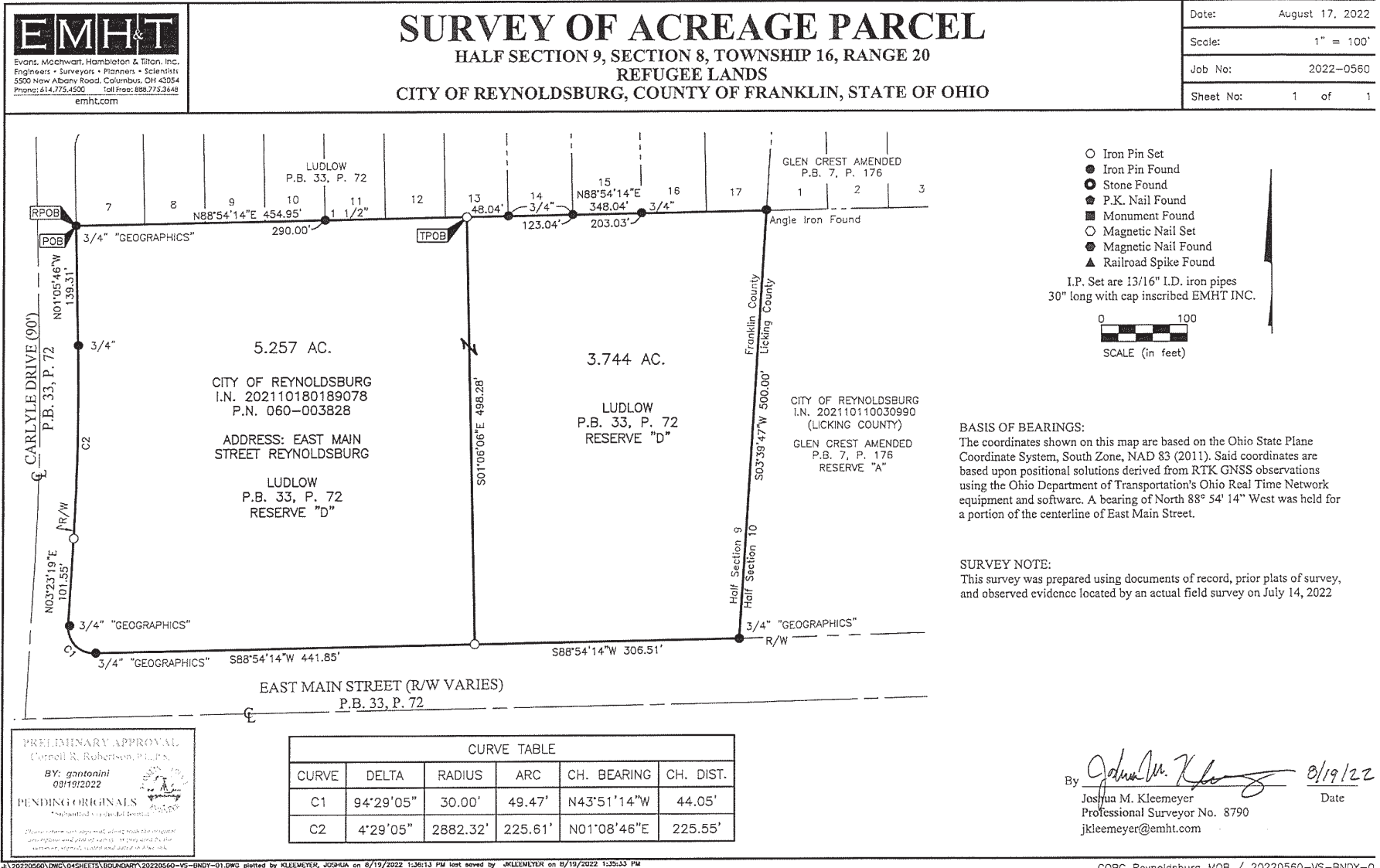
Schedule B Items from Title Commitment No. 22-16484 issued by First American Title Insurance Company with an effective date of April 1, 2022 at 7:00 A.M.

Items 1-9 NOT SURVEY RELATED ITEMS.

Item 10 Building setback lines and utility easement as shown on the recorded plat of subdivision, appearing of record in Plat Book 33, pages 72 & 73, Recorder's Office, Franklin County, Ohio. 5 FOOT EASEMENT IS LOCATED ON THE SUBJECT TRACT AS SHOWN.

Items 11-12 NOT SURVEY RELATED ITEMS.

COPC Reynoldsburg MOB/ 20220560-VS-ALTA-01



Clerk of Council
Mollie Prasher
7232 East Main Street
Reynoldsburg OH 43068
614-322-6836 Phone

ORDINANCE REQUEST

DATE: **December 5, 2022**

TO: **Development, Parks and Recreation Committee**

RE: **Revenue Sharing Agreement with School District**

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
-------------------------	--------------------------	----------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

2 read emergency

**AN ORDINANCE AUTHORIZING AN INCOME TAX REVENUE
 SHARING AGREEMENT AMONG THE CITY OF REYNOLDSBURG AND
 THE REYNOLDSBURG CITY SCHOOL DISTRICT, AND DECLARING
 AN EMERGENCY**

WHEREAS, pursuant to Ohio Revised Code Section 3735.671, the City expects to enter into one or more Community Reinvestment Area Agreements (the “CRA Agreements”) from time to time, under which the City would approve a real property tax abatements of up to 100% for 15 years (the “CRA Exemptions”) on new real property improvements (the “Improvements”) relating to projects to be undertaken by property owners within the East Main Community Reinvestment Area (each a “Project Site” and collectively, the “Project Sites”), all as further described in the CRA Agreements; and

WHEREAS, the General Assembly of the State of Ohio, by the enactment of O.R.C. 5709.82 et seq., requires the City to compensate the Reynoldsburg City School District and the Eastland Joint

Clerk of Council

Mollie Prasher

7232 East Main Street

Reynoldsburg OH 43068

614-322-6836 Phone

Vocational School District (together, the “School District”) for tax revenue foregone as a result of the CRA Exemptions; and

WHEREAS, pursuant to O.R.C. 5709.82 et seq., the City may compensate the School District according to a formula prescribed therein or enter into a separate income tax revenue sharing agreement with the Reynoldsburg City School District; and

WHEREAS, to enable the construction of the Improvements and to share income tax revenue generated by the Improvements, the City and the Reynoldsburg City School District have determined to enter into a Revenue Sharing Agreement (the “Agreement”), which Agreement is in the vital and best interest of the City and the School District and will improve the health, safety and welfare of the citizens of the City and the School District;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, FRANKLIN, LICKING, AND FAIRFIELD COUNTIES, OHIO:

SECTION 1. Approval of Agreement. This Council hereby approves the Agreement providing for the School District to receive 50% of income taxes received for jobs located in each facility located on a Project Site during each year that a CRA Exemption applies to that Project Site. That Agreement shall be in substantially the form of the Agreement on file with the Clerk of Council, with such revisions as are approved by the City Attorney; and this Council hereby authorizes the Mayor to execute the Agreement on behalf of the City.

SECTION 2. Further Authorizations. This Council hereby authorizes and directs the Mayor, the City Attorney, the City Auditor, and the Development Director, or other appropriate officers of the City to prepare and sign all agreements and instruments and to take any other actions as may be appropriate to implement this ordinance and the terms and conditions of the aforesaid Agreement.

SECTION 4. Open Meetings. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 Phone**

this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including ORC 121.22.

SECTION 5. Effective Date. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that this ordinance is required to be immediately effective so that the projects on the Project Sites may commence immediately to provide for creation of jobs and economic opportunities, which are vitally needed in order to enhance revenues for the City and to improve the economic welfare of the people, therefore, this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

REVENUE SHARING AGREEMENT
(Reynoldsburg, LLC MOB)

This REVENUE SHARING AGREEMENT (this “Agreement”) is made and entered into as of _____, 20__ by and between the CITY OF REYNOLDSBURG, OHIO (the “City”), a municipal corporation organized and existing under the constitution and the laws of the State of Ohio with its principal offices at 7232 E. Main Street, Reynoldsburg, Ohio 43068, and the BOARD OF EDUCATION OF THE REYNOLDSBURG CITY SCHOOL DISTRICT (the “School District”), a public school district with its principal offices located at 7244 E. Main Street, Reynoldsburg, Ohio 43068, and specifies the manner in which and procedures to be used pursuant to Ohio Revised Code Section 5709.82 authorizing general compensation relating to the Community Reinvestment Area tax abatement for the construction of a medical office building on Parcel Number 060-009613 in Reynoldsburg, Ohio (the “Project Site”) in the City’s East Main Community Reinvestment Area.

RECITALS:

WHEREAS, the City, under the authority of Section 3736.65 *et seq.* of the Ohio Revised Code (the “Revised Code”), has adopted Ordinance No. 59-2022 (the “CRA Ordinance”) creating a Community Reinvestment Area that includes the Project Site, and authorizing the granting of certain abatements from real property taxes for qualifying improvements on the parcels within the East Main Community Reinvestment Area; and

WHEREAS, effective August 10, 2022, the Director of Development of the State of Ohio determined that the aforementioned area designated in the CRA Ordinance contains the characteristics set forth in Section 3735.66 of the Ohio Revised Code and confirmed said area as Community Reinvestment Area #049-66390-101 under said Chapter 3735; and

WHEREAS, Reynoldsburg MOB LLC (the “Company”) desires to construct on the Project Site an approximately sixty thousand (60,000) square foot new medical office building (the “Project”); and

WHEREAS, the City has acted pursuant to Section 3735.671 of the Ohio Revised Code by Ordinance No: _____ adopted on _____ to grant a tax exemption to the Company and will enter into a formal Community Reinvestment Agreement with the Company (the “CRA Agreement”) to provide for a 15-year, 100% community reinvestment area real property tax abatement for the Project (the “CRA Exemption”); and

WHEREAS, the City has provided the School District notice of the Project and served it with notification pursuant to R.C. 3735.671(A) and 5709.83 by service of a copy of the proposed the CRA Agreement and the CRA Application, and the School District acknowledges receipt of same; and

WHEREAS, Section 5709.82 of the Ohio Revised Code provides for school districts to enter into agreements for compensation in lieu of the real property tax revenue foregone as a result of a real property tax exemption associated with a community reinvestment area; and

WHEREAS, the School District hereby agrees to forego any right or claim to compensation that it may have as a result of the aforementioned incentives, except as provided in this Agreement; and

WHEREAS, on [____], 20[____] the Board of Education of the School District has adopted a resolution granting its approval of this Agreement, the CRA Exemption for the Project and CRA Agreement with the Company, and waived any further notice, approval or compensation requirements of Revised Code Sections 3735.671, 5709.82 and 5709.83 on the condition that the City execute and deliver this Agreement (the “Board Resolution”); and

NOW, THEREFORE, in consideration of the premises and covenants contained herein the parties agree to the foregoing and as follows:

Section 1. Approval of CRA Agreement and CRA Exemption. The School District hereby approves the proposed CRA Agreement between the City and the Company, in substantially the same form as attached hereto as Exhibit “A”, and the CRA Exemption in the amount of one hundred percent (100%) for fifteen (15) years for the Project. The CRA Exemption shall apply only to the value of improvements to the structures, as provided in Ohio Revised Code Sections 3735.67, as determined by the Franklin County Auditor. As provided in Ohio Revised Code Sections 3735.67, no exemption from real property taxes is extended to the land. The School District waives any and all notices of the CRA Agreement or the CRA Exemption provided for in the CRA Agreement, required by Ohio law, including, without limitation, notices required pursuant to Ohio Revised Code Sections 3735.671 and 5709.83.

Section 2: Payments to School District. In connection with the CRA Exemption pursuant to the CRA Agreement, the City will pay an annual amount equal to thirty percent (30%) of the real property taxes foregone by the School District in each year of the CRA Exemption as a result of the abatement for the Project provided for under the CRA Agreement, subject to a maximum payment in each such year equal to (a) 50% of the Shared Income Tax Revenue, as defined below, for that year; less (b) the amount payable to the Eastland Joint Vocational School District pursuant to Ohio Revised Code Section 3735.671 or 5709.82 for that year. Such payment will be made from (a) the income taxes levied and collected by the City on the incomes of the persons employed in the construction in the Project, the Company’s Employees at the Project, and the Employees of any tenants or subtenants at the Project, and (b) the payment in lieu of taxes that the Company has agreed to make in Section 2 of the CRA Agreement to the City (the “PILOT Income Tax”) (collectively the “Shared Income Tax Revenue”). “Employees” as used herein shall be defined as all full-time, part-time, temporary and leased employees that are “new employees” as defined in Ohio Revised Code Section 5709.82. Payments will be made annually on or before June 1 of the following year of the CRA Exemption Period.

Section 3: Infrastructure Offset. Notwithstanding the provisions of R.C. 5709.82(D), the City shall be entitled no offset from the Shared Income Tax Revenue for infrastructure costs and/or debt service on public infrastructure directly supporting the development of the Facility incurred by the City in the preceding calendar year. The term “infrastructure costs” shall have the same meaning as set forth under Section 5709.82(A)(2) of the Ohio Revised Code.

Section 4: Review of Records. The School District may from time to time, with reasonable advance notice, review the records of the City relating to the municipal income taxes it derived from the project, in each case to the extent such information may be made available to the School District without violating applicable laws relating to confidentiality of municipal income tax information.

Section 5. Revised Code Section 5709.82. Except as provided in Section 2 hereof and consideration for the City's agreement to make the payments provided for herein, the School District agrees that the CRA Exemption, as approved by the School District in its Board Resolution, are not subject to the provisions of Revised Code Section 5709.82, and the School District waives any right to compensation pursuant to Revised Code Section 5709.82 in connection with the CRA Exemption except as provided in Section 2.

Section 6. Amendment. This Agreement may be amended or modified by the parties only in writing, signed by both parties to the Agreement.

Section 7. Defaults. A Party shall be in default of this Agreement if (a) a party fails to make any payment in this Agreement when due, and any such failure continues for thirty (30) days after receiving written notice of default from the other party; (b) the party fails to perform any material obligation under this Agreement and such failure continues uncured for more than thirty (30) days after receiving a written notice of default from any other party (a "Default Notice"); or (c) a party becomes insolvent or unable to pay its debts as they become due. Any such default, which continues uncured beyond the thirty (30) day cure period above, shall constitute an "Event of Default." Upon the occurrence of an Event of Default, beyond any applicable cure periods, and as long as the Event of Default is continuing, a non-defaulting party may, at its sole option, exercise one or more of the following remedies: (a) proceed by appropriate court action to enforce the terms of, recover actual and reasonable direct damages for the breach of this Agreement; (b) demand payment; and/or (c) exercise any other remedy which may be available to the party under applicable law.

Section 8. Limitation of Liability. No Party shall be liable for more than the sum of all payments owed by that Party under this Agreement. In no event will any Party be liable to another Party under this Agreement for any indirect, reliance, exemplary, incidental, speculative, punitive, special, consequential or similar damages that may arise in connection with this Agreement.

Section 9. Effective Date. This Agreement shall become effective on the Effective Date as of the last date signed by all Parties and shall remain in effect for such period as the CRA Exemption or CRA Agreement is in effect with respect to the Project.

Section 10. Entire Agreement; Waiver of Notice. This Agreement sets forth the entire agreement and understanding between the parties as to the subject matter hereof and merges and supersedes all prior discussions, agreements, and undertaking of every kind and nature between the parties with respect to the subject matter of this Agreement. The School District waives any and all notices of the CRA Agreement or the CRA Exemption from taxation provided for in the CRA Agreement for the Project, required by Ohio law, including, without limitation, Revised Code Sections 3735.671 and 5709.83.

Section 11. Notices. All payments and notices under this Agreement must be hand-delivered (with receipt acknowledged) or sent by the first class U.S. mail, postage prepaid, and are deemed delivered when so delivered or mailed to the respective addresses first set forth above. Either party may change its address for receiving payments or notices by giving written notice of such change to the other party.

Section 12. Severability of Provisions. The invalidity of any provision of this Agreement does not affect the other provisions of this Agreement, and this Agreement is to be construed in all respects as if any invalid portions were omitted.\

Section 13. Counterparts. This Agreement may be executed in any number of counterparts, all of which taken together constitute one and the same instrument, and any party to this Agreement may execute this Agreement by signing any such counterpart. Electronically executed counterparts (such as DocuSign counterparts) or signatures transmitted or stored by facsimile or electronic means (such as .pdf counterparts) are deemed original signatures.

Section 14. Authorization. The undersigned represent and warrant that they are agents of their respective Parties, duly authorized to execute this Agreement on behalf of said Parties.

Section 15. Governing Law. This Agreement for all purposes shall be governed by and construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the City and the School District have caused this Revenue Sharing Agreement to be executed in their respective names by their duly authorized officers as of the date hereinabove written.

CITY OF REYNOLDSBURG

REYNOLDSBURG CITY SCHOOL
DISTRICT BOARD OF EDUCATION

By: _____
Mayor

By: _____
Superintendent

By: _____
Treasurer

By: _____
President of the Board of Education

Approved as to Form:

City Attorney

FISCAL OFFICER'S CERTIFICATE

The undersigned, fiscal officer of the City under the foregoing Agreement, certifies that the money required to meet the obligations of the City during the year 2022 under the foregoing Agreement is appropriated lawfully for that purpose, and is in the Treasury of the City or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Sections 5705.41 and 5705.44 of the Ohio Revised Code.

Dated: _____, 2022

City Auditor
City of Reynoldsburg, Ohio

EXHIBIT A
CRA AGREEMENT

Attachment: Revenue Share Agreement [Revision 1] (145-2022 : Revenue Sharing Agreement with School District)

COMMUNITY REINVESTMENT AREA AGREEMENT

This Agreement (the “Agreement”) is made and entered into on _____, 2022, by and between the City of Reynoldsburg, Ohio (“REYNOLDSBURG”), an Ohio municipal corporation, with offices located at 7232 East Main Street, Reynoldsburg, Ohio 43068 and Reynoldsburg MOB LLC, an Ohio limited liability company (“COMPANY”) with its offices located at 1533 Lake Shore Drive, Columbus, Ohio 43204. REYNOLDSBURG and COMPANY are collectively referred to herein as the “Parties.”

WITNESSETH:

WHEREAS, REYNOLDSBURG has encouraged the development of real property and the acquisition of personal property located in the area designated as the Reynoldsburg Community Reinvestment Area; and

WHEREAS, COMPANY is desirous of constructing a three-story medical office building, which will consist of approximately 60,000 square feet of space, hereinafter referred to as the "PROJECT", within the boundaries of the aforementioned Community Reinvestment Area, provided that the appropriate development incentives are available to support the economic viability of said PROJECT; and

WHEREAS, the REYNOLDSBURG City Council by Ordinance No.59-2022 designated the Reynoldsburg Community Reinvestment Area pursuant Chapter 3735 of the Ohio Revised Code; and

WHEREAS, REYNOLDSBURG, having the appropriate authority for the stated type of project, is desirous of providing COMPANY with incentives available for the development of the PROJECT in said Community Reinvestment Area under Chapter 3735 of the Ohio Revised Code; and

WHEREAS, COMPANY has submitted a proposed agreement application, herein attached as Exhibit A, to REYNOLDSBURG (said application hereinafter referred to as the "Application"); and

WHEREAS, the Director of Development of REYNOLDSBURG has investigated the Application and has recommended the same to the City Council of Reynoldsburg on the basis that COMPANY is qualified by financial responsibility and business experience to create and preserve employment and/or housing opportunities in said Community Reinvestment Area and improve the economic climate of REYNOLDSBURG; and

WHEREAS, all required notices to school districts have been or will be delivered in accordance with 5709.83 of the Ohio Revised Code.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefit to be derived by the parties from the execution hereof, the parties herein agree to the foregoing and as follows:

SECTION 1. LOCATION BY COMPANY

1. COMPANY shall construct approximately 60,000 square feet of space on an approximately 5.3-acre site, described more particularly in the attached Exhibit B, which has been split from Parcel #060-003828-00 to form Parcel #060-009613, located on the northside of E. Main Street and the Franklin and Licking County line. The PROJECT will involve a total investment by COMPANY of approximately \$17,000,000 of hard costs as described in the Application.
2. The PROJECT will begin on or before January 1 2023, and all acquisition, construction and installation is expected to be completed by December 31, 2024.

SECTION 2. PROGRAM COMPLIANCE

1. REYNOLDSBURG hereby grants COMPANY a 100% real property tax exemption pursuant to Section 3735.67 of the Ohio Revised Code for a 15 year period for the PROJECT. The exemption commences the first year for which the real property would first be taxable were that property not exempted from taxation. No exemption shall commence after tax year 2025 collection year 2026, nor extend beyond tax year 2039/collection year 2040 (15 year exemption period).
2. COMPANY (or its tenants located within the PROJECT) shall create, retain, and maintain jobs providing for as follows:
 - A. In the first full year of the real property tax exemption, at least \$8,500,000 in annual payroll at the Project, resulting in a minimum of \$212,500.00 in annual income tax withholdings revenues to REYNOLDSBURG.
 - B. In the second full year of the real property tax exemption, at least \$9,500,000 in annual payroll at the Project, resulting in a minimum of \$237,500.00 in annual income tax withholdings revenues to REYNOLDSBURG.
 - C. In the third full year and each year thereafter of the real property tax exemption, at least \$11,000,000 in annual payroll at the Project, resulting in a minimum of \$275,000.00 in annual income tax withholding revenues to REYNOLDSBURG.

The minimum annual income tax withholding holding revenues set forth above shall hereinafter be referred to as the “Revenue Threshold.”

COMPANY will seek to procure all such necessary information from the tenants occupying space in the PROJECT as requested by the Director of Development for REYNOLDSBURG to verify that COMPANY has maintained or is causing to be maintained the Revenue Threshold. COMPANY shall be responsible for providing to REYNOLDSBURG or causing to be provided to REYNOLDSBURG all tenant employee payroll and withholding information necessary to demonstrate achievement of the Revenue Threshold.

If COMPANY fails to maintain or cause to be maintained the Revenue Threshold for the PROJECT, COMPANY shall make a payment in lieu of taxes to REYNOLDSBURG in the amount equal to thirty-five percent (35%) of real property taxes abated pursuant to the real property tax exemption granted by this Agreement. However, the 35% payment in lieu of taxes shall apply only for years where the Revenue Threshold has not been satisfied. For years where the Revenue Threshold has been satisfied no payments in lieu of taxes shall be due. The Revenue Threshold set forth in this Section is established on the assumption that the City income tax rate is two and one half percent (2.5%). If such rate is increased or decreased at any time before or after the commencement of the exemption period, the Revenue Threshold shall be proportionately increased or decreased. Any payments in lieu of taxes shall be due by June 1 of the year following the year in which the Revenue Threshold is not satisfied.

3. COMPANY shall pay such real and tangible personal property taxes as are not exempted under this Agreement and are charged against such property and shall file all tax reports and returns as required by law. If COMPANY fails to pay such taxes or file such returns and reports, all incentives granted under this Agreement are rescinded beginning with the year for which such taxes are charged or such reports or returns are required to be filed and thereafter.
4. COMPANY hereby certifies that at the time this Agreement is executed, COMPANY does not owe any delinquent real or tangible personal property taxes to any taxing authority of the STATE, and does not owe delinquent taxes for which COMPANY is liable under Chapter 5733., 5735., 5739., 5741., 5743., 5747., 5753. of the Ohio Revised Code, or, if such delinquent taxes are owed, COMPANY is currently paying the delinquent taxes pursuant to an undertaking enforceable by the STATE or an agent or instrumentality thereof, has filed a petition in bankruptcy under 11 U.S.C.A. 101, et seq., or such a petition has been filed against COMPANY. For the purposes of the certification, delinquent taxes are taxes that remain unpaid on the latest day prescribed for payment without penalty under the chapter of the Revised Code governing payment of those taxes.
5. REYNOLDSBURG shall perform such acts as are reasonably necessary or appropriate to effect, claim, reserve and maintain exemptions from taxation granted under this Agreement including, without limitation, joining in the execution of all documentation and providing any necessary certificates required in connection with such exemptions.
6. If for any reason REYNOLDSBURG revokes the designation of the Community Reinvestment Area, entitlements granted under this Agreement shall continue for the number of years specified under this Agreement, unless COMPANY materially fails to fulfill its obligations under this Agreement and REYNOLDSBURG terminates or modifies the exemptions from taxation granted under this Agreement.
7. If COMPANY materially fails to fulfill its obligations under this Agreement, or if REYNOLDSBURG determines that the certification as to the delinquent taxes required by Agreement is fraudulent, REYNOLDSBURG may terminate or modify the exemptions from taxation granted under this Agreement and may require the repayment of the amount of taxes that would have been payable had the property not been exempted from taxation under this Agreement.

8. COMPANY shall provide or shall cause to be provided by its tenants occupying space in the PROJECT to the proper Tax Incentive Review Council any information reasonably required by the Council to evaluate COMPANY'S compliance with this Agreement, including returns filed pursuant to section 5711.02 of the Ohio Revised Code if requested by the Council. COMPANY shall also provide such information as well as certified payroll and tax withholding information for employees of COMPANY and any tenants located at the PROJECT to the Director of Development of REYNOLDSBURG upon request.
9. This Agreement is not transferable or assignable without the express, written approval of REYNOLDSBURG.
10. Exemptions from taxation granted under this Agreement shall be revoked if it is determined that COMPANY, any successor to that person, or any related member (as those terms are defined in division (E) of section 3735.671 of the Ohio Revised Code) has violated the prohibition against entering into this Agreement under division (E) of section 3735.671 or section 5709.62 or 5709.63 of the Ohio Revised Code prior to the time prescribed by that division or either of those sections.
11. COMPANY and REYNOLDSBURG acknowledge that this Agreement must be approved by formal action of the City Council of REYNOLDSBURG as a condition for this Agreement to take effect. This Agreement takes effect upon such approval.
12. COMPANY affirmatively covenants that it has made no false statements to the STATE or REYNOLDSBURG in the process of obtaining approval for Community Reinvestment Area incentives. If any representative of COMPANY has knowingly made a false statement to the STATE or REYNOLDSBURG to obtain Community Reinvestment Area incentives, COMPANY shall be required immediately to return all benefits received under this Agreement pursuant to ORC Section 9.66 (C)(2) and shall be ineligible for any future economic development assistance from the STATE, any STATE agency or a political subdivision pursuant to ORC Section 9.66 (c)(1). Any person who provides a false statement to secure economic development assistance may be guilty of falsification, a misdemeanor of the first degree, pursuant to ORC Section 2921.13, which is punishable by a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.
13. COMPANY will pay to REYNOLDSBURG an annual fee equal to the greater of one per cent of the amount of taxes exempted under this Agreement or five hundred dollars; provided, however, that if the value of the taxes exempted exceeds two hundred fifty thousand dollars, the fee shall not exceed two thousand five hundred dollars. The fee shall be payable to REYNOLDSBURG on January 15th year for each Taxable Year of the Incentive Period.
14. This Agreement may be executed in one or more counterparts, each of which constitutes an original agreement and all of which constitute one and the same original agreement. Delivery of an executed counterpart hereof by facsimile or in electronic format shall be effective as manual delivery of such counterpart.

15. If any provision of this Agreement is held to be illegal, invalid or unenforceable, said provision is fully severable. This Agreement will be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement and the remaining provisions of this Agreement will remain in full force and effect and will not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.
16. Company shall be considered to have materially failed to fulfill its obligations under this Agreement if Company does not cure a failure to fulfill its obligations within 30 days after receiving written notice from Reynoldsburg of such failure. In addition, exemptions from taxation granted under this Agreement may be rescinded as set forth in Section 2.2 only after (i) with respect to real property taxes, Company fails to cure the failure to pay real property taxes with respect to the Project Site by the time the second delinquent tax list is published pursuant to Ohio Revised Code Section 5721.03, or (ii) with respect to tangible personal property taxes, Company fails to cure the failure to pay tangible personal property taxes with respect to the Project Site by the time the second delinquent personal and classified property tax list is published pursuant to Ohio Revised Code Section 5719.04.
17. In addition to its other obligations hereunder, the Company shall provide the following community benefits:

Company shall maintain membership in the Reynoldsburg Area Chamber of Commerce for each Taxable Year of the Incentive Period, will make a \$3,000 donation to REYNOLDSBURG to be used in administering the Reynoldsburg Tomato Festival for each Taxable Year of the Incentive Period (payable each January 15) and will make a one-time CRA creation fee of \$2,000 upon execution of this Agreement (which fee shall be in addition to the \$750 application fee due to the State of Ohio).

[Signatures on the Next Page.]

IN WITNESS WHEREOF, REYNOLDSBURG, by _____, _____, and pursuant to Ordinance No. _____, has caused this instrument to be executed this _____ day of _____, 20____, and COMPANY, by its duly authorized signor, has caused this instrument to be executed on this _____ day of _____, 20____.

COMPANY:

REYNOLDSBURG MOB LLC

_____,
an Ohio limited liability company

By: _____
Name:
Title:

REYNOLDSBURG:

CITY OF REYNOLDSBURG

By _____
Mayor

Approved as to form:

City Attorney

EXHIBIT A
CRA APPLICATION

Attachment: Revenue Share Agreement [Revision 1] (145-2022 : Revenue Sharing Agreement with School District)

CITY OF REYNOLDSBURG

COMMERCIAL PROJECTS

PROPOSED AGREEMENT for Community Reinvestment Area Tax Incentives between the
City of Reynoldsburg located in the County of Franklin and
Reynoldsburg MOB LLC and its tenant: Central Ohio Primary Care Physicians

1. a. Name of property owner, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

Reynoldsburg LLC MOB
 Enterprise Name

Paul G. Ghidotti
 Contact Person

c/o The Daimler Group, Inc.
1533 Lake Shore Drive, Columbus, Ohio 43204 (614) 488-4424
 Address Telephone Number

- b. Project site:

A portion of Parcel # 060-003828 Paul G. Ghidotti
 Contact Person

(same as above) (same as above)
 Address Telephone Number

2. a. Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site.

Medical Office Building

- b. List primary 6 digit North American Industry Classification System (NAICS) # 62111

Business may list other relevant SIC
 numbers. _____

- c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: _____)

CITY OF REYNOLDSBURG

d. Form of business of enterprise (corporation, partnership, proprietorship, or other).

Limited Liability Company (LLC)

3. Name of principal owner(s) or officers of the business.

Hidden Lake Investment Group IV LLC & Central Ohio Primary Care Physicians, Inc.

4. a. State the enterprise's current employment level at the proposed project site:

NONE

b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Yes X No

c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

Medical Practice offices from Central Ohio Primary Care will be moving from the City of Columbus into Reynoldsburg

d. State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):

As of 8/1/2022 – Central Ohio Primary Care Physicians has 2,112 Employees. 1,865 are full time permanent. The other 247 are part time or contingent employees.

e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:

See attached spreadsheet – all employees listed will leave their current location and be relocated to the new facility.

f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated?

A projected total of 147 employees will be relocated from Columbus to the new facility and 21 employees will relocate from another location inside the City of Reynoldsburg to the new facility. Employees consist of physicians, nurse practitioners, physician assistants, physical therapists, radiology technicians, and medical office support staff. See attached spreadsheet for

CITY OF REYNOLDSBURG

greater detail.

5. Does the Property Owner owe:

a. Any delinquent taxes to the State of Ohio or a political subdivision of the state?

Yes ___ No X

b. Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes ___ No X

c. Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?

Yes ___ No X

d. If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets).

6. Project Description: Approximately 61,000 SF 3-Story Medical Facility with Primary Care which includes Family Medicine, Internal Medicine, and Pediatrics. In addition, Imaging, Phlebotomy Services, Physical Therapy, Specialty Care, and Urgent Care will be located in the building to support the Primary Care practices.

7. Project will begin January, 2023 and be completed January, 2025 provided a tax exemption is provided.

8. a. Estimate the number of new employees the property owner will cause to be created at the facility that is the project site (job creation projection must be itemized by the name of the employer, full and part-time and permanent and temporary):

Central Ohio Primary Care (tenant) will bring approx. 173 full time permanent employees to the new building.

b. State the time frame of this projected hiring: 2 yrs.

c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):

173 employees is at completion of the building. 3% growth going forward.

9. a. Estimate the amount of annual payroll such new employees will add \$ 11,035,000
 _____ (new annual payroll must be itemized by full and part-time and permanent and

CITY OF REYNOLDSBURG

temporary new employees).

- b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the project: \$ None

10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:

A.	Acquisition of Land/Buildings:	\$ <u>1,000,000</u>
B.	Additions/New Construction:	\$ <u>16,000,000</u>
C.	Improvements to existing buildings:	\$ <u>0</u>
D.	Machinery & Equipment:	\$ <u>TBD</u>
E.	Furniture & Fixtures:	\$ <u>TBD</u>
F.	Inventory:	\$ <u>TBD</u>

Total New Project Investment: \$+/- \$20,000,000

11. a. Business requests the following tax exemption incentives: 100 % for 15 years covering real property and building as described above. Be specific as to the rate, and term.

- b. Business's reasons for requesting tax incentives (be quantitatively specific as possible)

This project contemplates the relocation and assimilation of many different COPC medical practices into a single consolidated Class A Medical Office Building which will allow for these physicians to perform their trade in a much more efficient manner and to have the benefit of ancillary services under one roof (i.e. at one location) to make the delivery of medical care by these physicians much more patient centric and efficient. However, this efficiency comes at a heighten cost whereby having some savings from operating the facility will help offset the much higher base rental costs that all of these physicians are currently paying in their current locations.

Submission of this application expressly authorizes the City of Reynoldsburg to contact the Ohio Environmental Protection Agency to confirm statements contained within this application including item # 5 and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation, or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request.

The Applicant agrees to supply additional information upon request.

The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C) (1) and 2921.13(D) (1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefits as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

CITY OF REYNOLDSBURG

REYNOLDSBURG MOB LLC

By Paul Shidoti
Its Authorized Representative9/20/22
Date_____
SignaturePAUL SHIDOTI
Typed Name and Title

* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal. Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board of Education to appear and/or comment before the legislative authorities considering the request.

** Attach to Final Community Reinvestment Area Agreement as Exhibit A

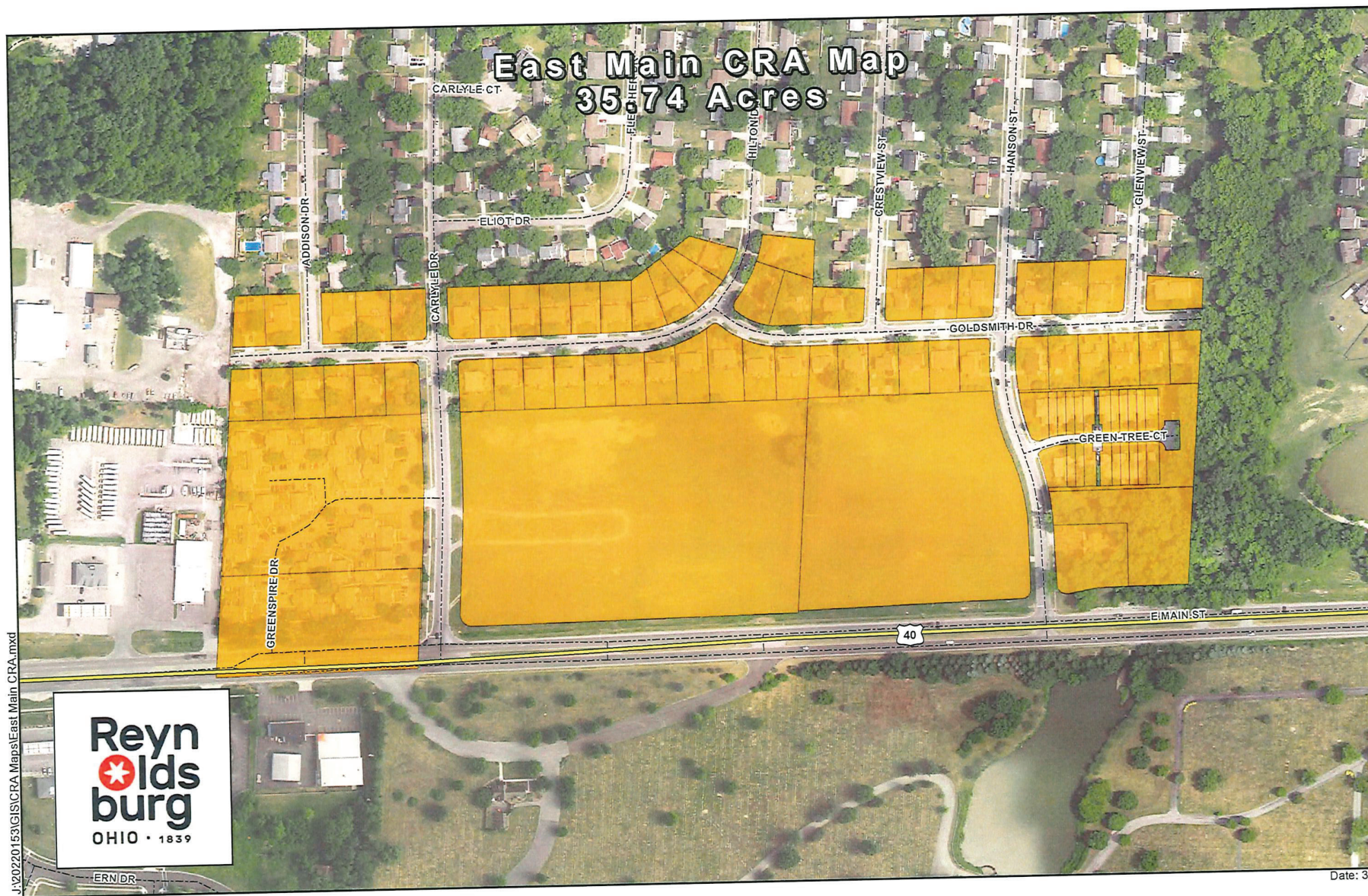
Please note that copies of this proposal must be included in the finalized Community Reinvestment Area Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Department of Development within fifteen (15) days of final approval.

Central Ohio Primary Care Phys Inc.
 Reynoldsburg- Medical Building
 All employees are permanent & full time.

Sites	Current Address	Current City	PROJECTION FOR 2022	EE's for 2022
Canyon Medical Center	5969 E. Broad Street, Suite 200, Columbus, OH 43213	Columbus	2,282,209.60	42.4
Suburban Internal Medicine	6465 E. Broad Street, Suite D, Columbus, OH 43213	Columbus	1,287,973.00	15
Feldman Family	6100 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	299,489.50	0
Eastglen Pediatrics	6495 E. Broad Street, Suite A, Columbus, OH 43213	Columbus	1,018,756.00	21
Building Blocks Pediatrics	6503 E. Broad Street, Suite 100, Columbus, OH 43213	Columbus	1,252,386.00	24
Primary Care Phys East	6096 East Main Street, Suite 112 , Columbus, OH 43213	Columbus	403,377.00	16
Radiology - East	6096 E. Main Street, Suite 109, Columbus, OH 43213	Columbus	411,208.00	12
Physical Therapy East	6096 E. Main Street, Suite 109, Columbus, OH 43213	Columbus	335,844.00	6
Same Day Center East	6096 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	365,638.00	8
Eastside Draw Station	6096 E. Main Street, Suite 105, Columbus, OH 43213	Columbus	64,165.00	2
John Paes - Eastside	6096 E. Main Street, Suite 112, Columbus, OH 43213	Columbus	13,666.00	1
Stonegate Family Health	6488 E. Main Street, Suite C, Reynoldsburg, OH 43068	Reyns	1,919,971.67	13
Stonegate Medical Assoc	6488 E. Main Street, Suite 110, Reynoldsburg, OH 43068	Reyns	1,058,636.70	8
			<u>10,713,320.47</u>	<u>168</u>
			TOTAL 2022	

EXHIBIT B
DEPICTION OF PROJECT SITE

Attachment: Revenue Share Agreement [Revision 1] (145-2022 : Revenue Sharing Agreement with School District)



ALTA/NSPS LAND TITLE SURVEY

HALF SECTION 9, SECTION 8, TOWNSHIP 16, RANGE 20

REFUGEE LANDS

CITY OF REYNOLDSBURG, COUNTY OF FRANKLIN, STATE OF OHIO

PROPOSED NEW LEGAL DESCRIPTION

5.257 ACRES

Situated in the State of Ohio, County of Franklin, City of Reynoldsburg, located in Half Section 9, Section 8, Township 16, Range 20, Refugee Lands and being out of Reserve "D" of that subdivision entitled Ludlow by record in Plat Book 33, Page 72 as conveyed to City of Reynoldsburg by deed of record in Instrument Number 202110180189078 (all references refer to the records of the Recorder's Office, Franklin County, Ohio) and being more particularly described as follows:

BEGINNING at a 3/4 inch iron pin found capped "Geographics" at the northwesterly corner of said Reserve "D", the southwesterly corner of Lot 7 of said Ludlow and in the easterly right-of-way line of Carlyle Drive (90') of record in Plat Book 33, Page 72;

Thence North 88° 54' 14" East, with the northerly line of said Reserve "D" and with the southerly line of Lots 7-13 of said Ludlow, (passing a 1 1/2 inch iron pin found at 290.00 feet) a total distance of 454.95 feet to an iron pin set in the southerly line of said Lot 13;

Thence South 01° 06' 06" East, across said Reserve "D", a distance of 498.28 feet to an iron pin set in the northerly right-of-way line of East Main Street (right of way varies) of record in Plat Book 33, Page 72;

Thence South 88° 54' 14" West, with the southerly line of said Reserve "D" and with the northerly right-of-way line of said East Main Street, a distance of 441.85 feet to a 3/4 inch iron pin found capped "Geographics" at a point of curvature;

Thence continuing with the southerly line of said Reserve "D" and with the northerly right of way line of said East Main Street, with the arc of a curve to the right, having a central angle of 94° 29' 05", a radius of 30.00 feet, an arc length of 49.47 feet, a chord bearing of North 43° 51' 14" West and chord distance of 44.05 feet to a 3/4 inch iron pin found capped "Geographics" in the easterly right-of-way line of said Carlyle Drive;

Thence North 03° 23' 19" East, with the westerly line of said Reserve "D" and with the easterly right-of-way line of said Carlyle Drive, a distance of 101.55 feet to an iron pin set at a point of curvature;

Thence continuing with the westerly line of said Reserve "D" and with said easterly right-of-way line, with the arc of a curve to the left, having a central angle of 04° 29' 05", a radius of 2882.32 feet, an arc length of 225.61 feet, a chord bearing of North 01° 08' 46" East and chord distance of 225.55 feet to a 3/4 inch iron pin found;

Thence North 01° 05' 46" West, with said westerly line and with said easterly right-of-way line, a distance of 139.31 feet to the POINT OF BEGINNING, containing 5.257 acres, more or less.

TABLE A OPTIONAL ITEM NOTES:

- 6(a). Zoning information was not made available to the undersigned as of the date of this survey.
7. No buildings were observed on the subject tract at the time the fieldwork was conducted.
9. No parking striping was observed on the subject tract at the time the fieldwork was conducted.
16. There was no evidence of recent earth moving, building construction, or building additions observed on the subject tract at the time the fieldwork was conducted.
17. There was no evidence of street right-of-way changes, recent street or sidewalk construction, or repairs observed on the subject tract at the time the fieldwork was conducted.
18. There are no off-site insured easements referenced in Title Commitment No. 22-16484 issued by First American Title Company with an effective date of April 1, 2022.

- Iron Pin Set
 - Iron Pin Found
 - Stone Found
 - P.K. Nail Found
 - Monument Found
 - Magnetic Nail Set
 - Magnetic Nail Found
 - Railroad Spike Found
- LP. Set are 13/16" I.D. iron pipes
30" long with cap inscribed EMHT INC.

GRAPHIC SCALE (in feet)

0 50 100

SYMBOL LEGEND

- Sign
- Guy Wire & Anchor
- Utility Pole
- Telephone Manhole
- Telephone Pedestal Box
- Fiber Optic Pull Box
- Sanitary Sewer Manhole
- Curb & Gutter Inlet
- Fire Hydrant
- Water Valve
- Light Pole
- Fiber Optic Marker Post
- Electric Pole

LINE LEGEND

- X—X— Fence Line
- GW — Gas Line
- STM — Storm Line
- SAN — Sanitary Line
- OHW — Overhead Wires

5.257 AC.

CITY OF REYNOLDSBURG
I.N. 202110180189078
P.N. 060-003828

ADDRESS: EAST MAIN
STREET REYNOLDSBURG

LUDLOW
P.B. 33, P. 72
RESERVE "D"



LOCATION MAP AND BACKGROUND DRAWING
NOT TO SCALE

BASIS OF BEARINGS:

The coordinates shown on this map are based on the Ohio State Plane Coordinate System, South Zone, NAD 83 (2011). Said coordinates are based upon positional solutions derived from RTK GNSS observations using the Ohio Department of Transportation's Ohio Real Time Network equipment and software. A bearing of North 88° 54' 14" West was held for a portion of the centerline of East Main Street.

FEMA NOTE:

According to the Federal Emergency Management Agency's Flood Insurance Rate Map No. 39049C0358K (dated June 17, 2008), the subject tract shown hereon lies within Zone X (areas determined to be outside of the 0.2% annual chance floodplain).

UTILITY STATEMENT:

A Utility Marking and Plans request was submitted to OHIO811 on July 5, 2022. The utilities shown hereon have been located from field survey information and review of plans and/or reports provided by the client and referenced hereon. The surveyor makes no guarantee that the utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the utilities shown are in the exact location indicated, although s/he does certify that they are located as accurately as possible.

SURVEY NOTE:

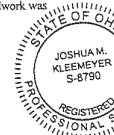
This survey was prepared using documents of record, prior plats of survey, and observed evidence located by an actual field survey.

CERTIFICATION: Commitment No. 22-16484

To: The Daimler Group, Inc., City of Reynoldsburg, Reynoldsburg MOB LLC, First American Title Insurance Company and Esquire Title Services, Inc.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 "Minimum Standard Detail" Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 6(b), 7(a), 8, 9, 11, 13, 16, 17, 18 and 19 of Table A thereof. The fieldwork was completed on July 18, 2022.

By *Joshua M. Kleemeyer* 8/19/22 Date
Joshua M. Kleemeyer
Professional Surveyor No. 8790
jkleemeyer@emht.com



EMHT		Date: August 10, 2022
Evans, Mechwart, Hambleton & Tilton, Inc. Engineers • Surveyors • Planners • Scientists 5600 New Albany Road, Columbus, OH 43254 Phone: 614.775.4500 Toll Free: 888.775.3448 emht.com		Scale: 1" = 50'
		Job No: 2022-0560
		Sheet: 1 of 1
REVISIONS		
MARK	DATE	DESCRIPTION

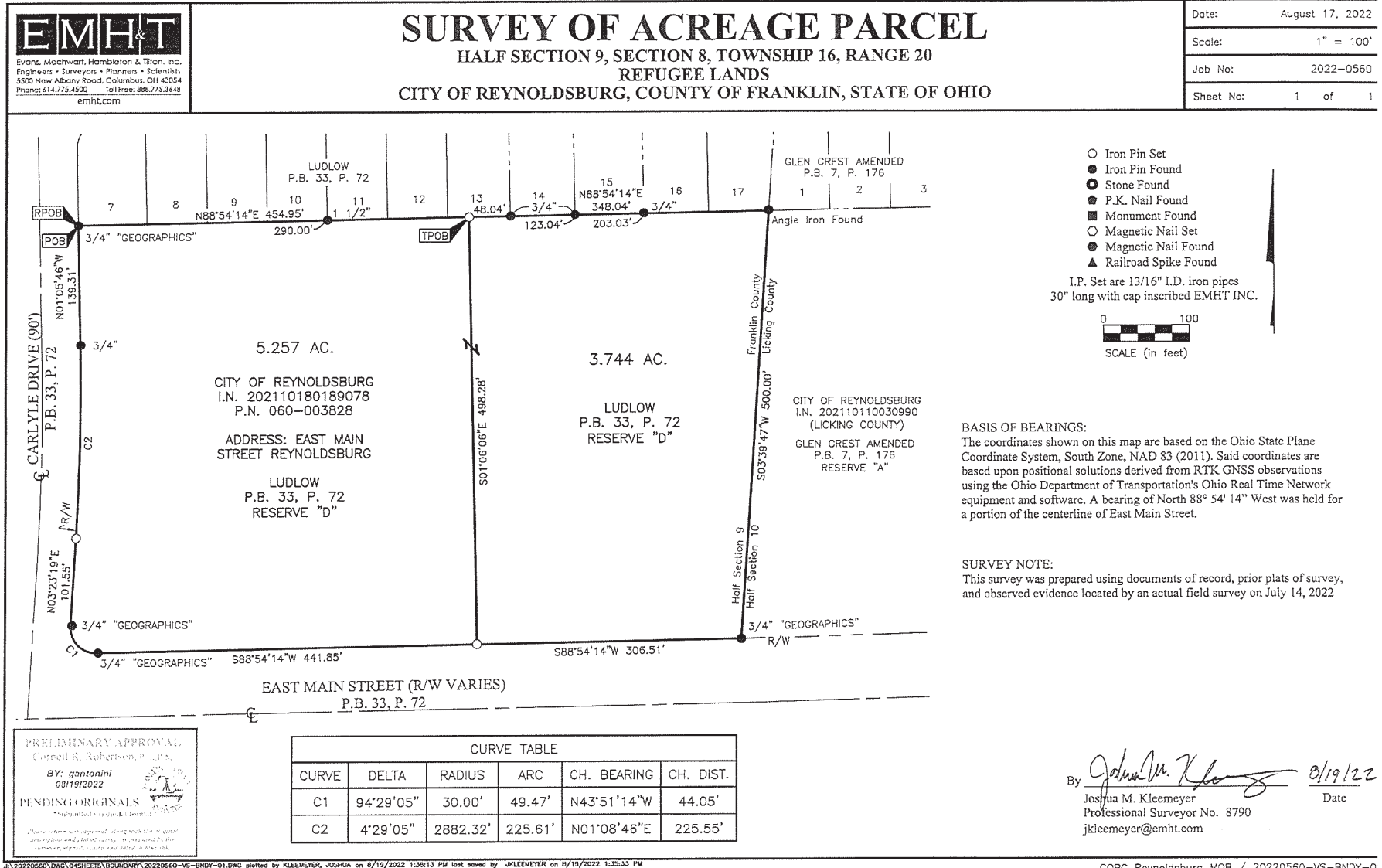
Schedule B Items from Title Commitment No. 22-16484 issued by First American Title Insurance Company with an effective date of April 1, 2022 at 7:00 A.M.

Items 1-9 NOT SURVEY RELATED ITEMS.

Item 10 Building setback lines and utility easement as shown on the recorded plat of subdivision, appearing of record in Plat Book 33, pages 72 & 73, Recorder's Office, Franklin County, Ohio. 5 FOOT EASEMENT IS LOCATED ON THE SUBJECT TRACT AS SHOWN.

Items 11-12 NOT SURVEY RELATED ITEMS.

COPC Reynoldsburg MOB/ 20220560-VS-ALTA-01



J:\20220560\DWG\04SHEETS\BOUNDARY\20220560-VS-BNDT-01.DWG plotted by KLEEMEYER, JOSHUA on 8/19/2022 1:36:13 PM last saved by KLEEMEYER, JOSHUA on 8/19/2022 1:35:53 PM

COPC Reynoldsburg MOB / 20220560-VS-BNDT-0

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: **December 5, 2022**

TO: **Finance and Administration Committee**

RE: **Amend Chapter 160**

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
-------------------------	--------------------------	--------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Statement of necessity for Emergency passage: Financial needs of city government.

**AN ORDINANCE TO AMEND CHAPTER 160, SECTION 160.02 AUTHORIZED
POSITIONS, PERSONNEL, CLASSIFICATIONS AND PAY GRADES FOR THE CITY
OF REYNOLDSBURG, OHIO**

WHEREAS, the Council of the City of Reynoldsburg, Ohio, has determined that it is necessary to amend Chapter 160, Section 160.02 Authorized Positions, Personnel Classifications and Pay Grade, Sections (a) Administration, (d) Human Resources (e) Parks and Recreation, (f) Police Department, (f) Police Department, (g)(1) Service Department (g) (2) Building Division, (g) (3) Water/Wastewater Division, (g) (4) Street Division (g) (4) (a) Storm Water Utility Division; Chapter 160:03 (a) Salary Schedule, (b) Supervisory Pay Range, (c) Senior Police Management; Chapter 160.04 Other Compensation (1) Water/Wastewater Departments - License Compensation; Chapter 160.05 (a) (1) Overtime Eligibility; and 160.07 Longevity.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

Human Resources Dept.

Sandra Boller

7232 E. Main Street

Reynoldsburg OHIO 43068

614-322-6868 Phone

SECTION 1. That the City of Reynoldsburg, Ohio Chapter 160 does hereby amend Section 160.02 Authorized Positions, Personnel, Classifications and Pay Grade Sections (a) Administration, (d) Human Resources (e) Parks and Recreation, (f) Police Department, (f) Police Department, (g)(1) Service Department (g) (2) Building Division, (g) (3) Water/Wastewater Division, (g) (4) Street Division (g) (4) (a) Storm Water Utility Division; Chapter 160:03 (a) Salary Schedule, (b) Supervisory Pay Range, (c) Senior Police Management; Chapter 160.04 Other Compensation (1) Water/Wastewater Departments - License Compensation; Chapter 160.05 (a) (1) Overtime Eligibility; and 160.07 Longevity in the City of Reynoldsburg polices to read as follows:

Exhibit A attached hereto and incorporated herein.

SECTION 2. That this Ordinance is deemed to be an emergency measure necessary for the financial needs of the City; wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.

City of Reynoldsburg, Ohio

Chapter 160

Employee Compensation

7/25/2022

Attachment: Chapter 160 012023 3.doc (146-2022 : Amend Chapter 160 for January 2023)

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160.01 DEFINITIONS

Active Pay Status: Except where otherwise defined in this manual, active pay status is a period when an employee is eligible to receive pay directly from the City and includes hours worked, and/or paid leave.

ADA: Americans With Disabilities Act.

Appointing Authority: Elected Official, commission, board or body having the power to appoint, to remove, to suspend or otherwise discipline positions in any office, department, commission, or board.

BWC: abbreviation for Ohio Bureau of Workers' Compensation.

City: The City of Reynoldsburg, Ohio.

Classification (Class): a position, or group of positions that involve similar responsibilities and require similar qualifications to which the same schedule of compensation equitably applies.

Classification Plan (Class Plan): alphabetically arranged compilation of the classification specifications for employees of the City.

Classification Series: classifications which are closely related, and grouped to form a career progression.

Classification Title: descriptive name of a group of positions similar enough to be included under a single classification.

Classified Service: all persons in the employ of the City, not specifically included in the unclassified service.

Collective Bargaining Agreement: written agreement(s) entered into between the City and an exclusive representative of employees of the City pursuant to ORC Section 4117.

Commission: the Civil Service Commission of the City of Reynoldsburg, Ohio.

Compensatory Time: the substitution of earned hours off, in lieu of overtime pay.

Continuous Service: uninterrupted service of an employee with the City where no break in service occurs. Authorized leaves of absence, or any separation from service which carries with it the right to reinstatement or reemployment shall not constitute a break in service provided the employee is reinstated or reemployed within the allowable time. However, time spent on a leave of absence without pay, layoff, or other separation shall not be included where the completed service of the employee is utilized to determine eligibility for City-provided benefits, except where the employee has a right to such benefits under USERRA (Military Leave).

Day(s): unless otherwise specified, means calendar day(s).

Demotion: change in position that reduces the employee's scope of responsibility and compensation.

Department: city organizational unit directed and controlled by the City and charged with a specific public service function and mission.

Department Head: supervisor (as defined herein) charged with the responsibility of managing a department on behalf of the City. Also called Director in some departments.

Designee: any person authorized by the City or management official to perform a function with or on behalf of the City or management official.

Director: an unclassified supervisor (as defined herein) charged with the responsibility of managing a department on behalf of the City.

Discourteous Treatment: failure by an employee to treat others with respect, in a polite and courteous manner.

Dishonesty: disposition to lie, cheat, or defraud; untrustworthiness; lack of integrity.

Distribution: an act of distributing goods, materials, and/or written materials or literature.

Division: city organizational unit directed and controlled by the City and charged with a specific public service function and mission.

Division Head: supervisor (as defined herein) charged with the responsibility of managing a division on behalf of the City. Also called Superintendent in some divisions.

Earned Time: includes hours actually worked plus hours granted to the employee by the City for holiday, and/or any paid leave provided.

Employee: any person holding a position subject to appointment, removal, promotion, or demotion by the Appointing Authority.

Employee, Classified: an employee included in the Classified Civil Service of the City of Reynoldsburg as defined by City Charter.

Employee, Half-Time: part-time employee whose employment is expected to continue for longer than one year and who normally works a minimum of 20 hours per week.

Employee, Full-Time: an employee whose employment is expected to continue for longer than one year and who normally works a standard workweek of a minimum of 40 hours.

Employee, Seasonal: An individual hired primarily to perform services which because of climatic conditions or because of the seasonal nature of such service, it is customary to operate only during regular periods of forty weeks or less in any consecutive fifty-two weeks.

Employee, Service Date: date on which an employee was appointed to initial employment with the City adjusted for time off without pay, or any prior service credit.

Employee, Three-quarter time: part-time employee whose employment is expected to continue for longer than one year and who normally works a minimum of 30 hours per week.

Excused Absence: absence from work with the approval of the Appointing Authority or appropriate designee (e.g., sick leave, vacation, holiday, unpaid leave of absence, etc.).

Exempt Employee: salaried employee determined to be exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act, and who therefore does not have to legally be paid the statutory minimum wage and/or be compensated, at premium rates, for additional hours worked in the workweek.

FLSA: abbreviation for the Fair Labor Standards Act.

FML: abbreviation for Family and Medical Leave.

Flex-Time: adjustment of an employee's work hours to avoid the employee working in excess of 40 hours in one (1) workweek or any other standard work period established in accordance with the FLSA.

Interim Appointment: Interim appointment, made necessary by reason of sickness, disability, or other approved leave of absence of regular officers or employees shall continue only during, such period of sickness, disability or other approved leave of absence. Interim appointments shall be made only to fill a vacancy that results from an employee's absence, or to fill a vacancy that results because of an other employee receives an interim appointment.

Injury Leave: period of time granted by the Appointing Authority or designee for inability of the employee to work because of an on-the-job accident substantiated by a medical report.

Legal Holidays: days proclaimed by the Mayor as days which employees are normally not required to work and are paid the normal hours per day at the employee's prevailing rate, according to the schedule set forth in Section 5.06 or 5.061 herein, as applicable.

Length of Service: interval from the employees service date to any given date.

Longevity: Full-time employees of the City shall be eligible for longevity compensation on the anniversary of five (5) years of continuous service. Payment will be made annually as a lump sum.

Non-Exempt Employee: an employee who is entitled to be paid the federal minimum wage and to be paid at the rate of one and one-half (1 1/2) times the employee's regular rate of pay for all hours worked in excess of 40 in the established workweek or other standard work period established in accordance with the FLSA.

O.R.C.: abbreviation for the Ohio Revised Code. Also abbreviated as R.C. when followed by a chapter or section number.

OSHA: abbreviation for Ohio's Occupational Safety and Health Act.

Occasional Labor/Independent Contract: an employee who works on an irregular schedule which is determined by the fluctuating demands of the work and is generally not predictable and not paid through a timesheet.

Overtime: time worked by non-exempt full-time employees in excess of the normal schedule.

Part-time: an individual that does not work a regular 40 hour work week .

PERS: abbreviation for the Public Employees Retirement System.

PFDPF: abbreviation for the Ohio Police and Fireman's Disability and Pension Fund.

Pay Period: the official pay period shall be biweekly.

Pay Plan: schedule of compensation rates established for all classifications or positions in the City service.

Personnel Actions: a specific act by the City to implement a personnel decision (e.g. hiring, promotion, demotion, suspension, removal, layoff, wage increases).

Personnel Decisions: such decisions include, but are not limited to: (1) recruitment, (2) selection, (3) placement, (4) testing, (5) training, (6) promotions and transfers, (7) layoff and recall, (8) removal, (9) disciplinary action, (10) employee benefits and compensation, and (11) tangible program services and benefits.

Position: group of duties and responsibilities assigned or delegated by competent authority to be performed by one (1) person. All of the positions listed in the organizational chart constitute positions within City. Positions and the duties of a position may be revised, but the employee's classification remains the same unless the position is reclassified.

Prevailing Pay Rate: rate of compensation in effect at any time.

Prior Service Credit: the City will allow service credit for any prior service an employee may have had with the City or any other Ohio governmental agency or Ohio political subdivision. Part-time service will be pro-rated for prior service credit purposes.

Promotion: change in position which results in an increase in an employee's compensation and responsibility.

Separation (except for cause): applies when the employee leaves the City service of his own volition.

Sick Leave: period of time granted by the Appointing Authority or appropriate designee due to inability of the employee to work because of physical or mental sickness, or injury due to an off-the-job accident.

Solicitation: act of requesting an individual to purchase goods, materials, or services, or a plea for financial contribution.

Superintendent: a classified individual who has been authorized by the City to perform or assist in performing some or all of the following: hiring, transferring, suspending, laying off, recalling, promoting, discharging, assigning, rewarding, interviewing, evaluating, approving leave requests, approving payroll time sheets or disciplining employees under the direction of the City; to responsibly direct employees; to adjust their grievances; or to effectively recommend any of these actions. Also referred to as Supervisor.

Supervisor: a classified individual who has been authorized by the City to perform or assist in performing some or all of the following: hiring, transferring, suspending, laying off, recalling, promoting, discharging, assigning, rewarding, interviewing, evaluating, approving leave requests, approving payroll time sheets or disciplining employees under the direction of the City; to responsibly direct employees; to adjust their grievances; or to effectively recommend any of these actions. Also referred to as Superintendent.

Suspension: relief of an employee from duty without pay, usually for a short period of time as a disciplinary measure.

Temporary Appointment: Temporary appointments within the classified services are addressed in the Civil Service Rules.

Transfer: voluntary and/or involuntary reassignment from one position and/or department in the City service to another.

Training Appointment: In the event of a planned (i.e. retirement, notice given of separation) employee separation, the Appointing Authority may employ an additional employee for no longer than eight (8) weeks while the current employee continues their employment with the City.

Unclassified Service: those positions set forth in Section 7.03 of the City Charter as applied to the Civil Service of the City of Reynoldsburg. Positions in the unclassified service shall be exempt from all examinations.

Vacation Leave: period of time granted by the Appointing Authority or appropriate designee during which employees are exempt from work and paid at the employees prevailing rate.

Vacation Year: the interval of time based on the employee's service date with the City and extends from service date to service date.

Vendor: any individual or group engaged in or desiring to engage in the supply of goods, materials, or services, (which are utilized in the conduct of public business) to the City and/or its employees.

Work Area: any office, room, or physical location where official City business is transacted and/or operations of the City are conducted.

Work Time: the time when an employee's duties require that the employee be engaged in work tasks.

Written Reprimand: written record of disciplinary action, usually issued after a written warning has failed to improve an employee's conduct or when the employee has committed a more serious violation, which is provided to the employee and placed in the employee's personnel file in an attempt to improve the employees conduct and performance.

Written Warning: written documentation of a verbal counseling and instruction which is provided to the employee and placed in the employee's personnel file to correct any misconduct and improve the employee's conduct and performance.

160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE

<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
(a) ADMINISTRATIVE			
Mayor	1	Unclassified	See Sect.141.01
Auditor	1	Unclassified	See Sect.143.01
City Attorney	1	Unclassified	See Sect.147.03
Asst. City Attorney	1	Unclassified	22
Asst. City Prosecutor	2 p/t	Unclassified	19
City Attorney Secretary	1	Unclassified	15
City Attorney Clerk	1	Classified	12
Criminal Justice Program Administrator	1	Unclassified	12
Mayor's Secretary	1	Unclassified	15-A
Clerk of Courts	1	Unclassified	18
Assistant Clerk of Courts	1	Classified	11
Deputy Clerk	1p/t	Classified	89
Deputy Clerk	1	Classified	-89
Clerk of Council	1	Unclassified	16
Asst. Clerk of Council	1 p/t	Unclassified	10
Tax Administrator	1	Classified	17
Deputy Auditor	1	Unclassified	15
Auditor's Secretary Auditor Secretary/Payroll Specialist			1 p/t
Unclassified	10		
Finance Manager	1	Classified	22
Senior Accountant	1	Classified	17
Civil Service			
Administrative Assistant	2 p/t	Unclassified	15
Public Information/Special Events			
ManagerSpecial Events and Media Coordinator	1	Unclassified	1415-A
Public Information Specialist	1	Classified	10
Diversity, Equity, Inclusion Compliance Manager		Classified	21
(b) DEPARTMENT OF COMPUTER SYSTEMS			
Director of Computer Systems	1	Unclassified	22
Network Systems Administrator	1	Classified	19
(c) DEPARTMENT OF DEVELOPMENT			
Development Director	1	Unclassified	22
Development Director			
Administrative Assistant	1	Unclassified	13
Planning & Zoning Administrator	1	Classified	19
(d) HUMAN RESOURCES DEPARTMENT			
Director of Human Resources	1	Unclassified	22

Human Resources ~~Generalist Coordinator~~
~~12~~ 14-A

1

Unclassified

(e) PARKS & RECREATION DEPARTMENT

Director	1	Unclassified	22
Administrative Assistant	1	Unclassified	13
Senior Center Manager	1	Classified	16
Senior Citizens Assistant	1	Classified	5
Senior Center Activities Instructor	1 p/t	Classified	3
Recreation Superintendent	1	Classified	16
Grounds Superintendent	1	Classified	16
Assistant Grounds Superintendent/Arborist	1	Classified	14 15-A
Parks Grounds Maintenance	3	Classified	5
Field and Landscape Operator	2	Classified	6
Horticulturist	1	Classified	10
Recreation Coordinator	1	Classified	7
Park Ranger	2	Classified	12
Seasonal & Occasional	Variable	Unclassified	See 160.03(d) & (e)

(f) POLICE DEPARTMENT

Director of Public Safety	1	Unclassified	22
Chief of Police	1	Classified	26A
Deputy Chief of Police	1	Classified	24A
Lieutenant	3	Classified	See Chapter 166
Sergeant	9	Classified	See Chapter 166
Police Officer	59	Classified	See Chapter 166
Dispatcher	9	Classified	See Chapter 162
Support Services Supervisor	1	Classified	18 16
Property Room Coordinator	1	Classified	10
Property Room Clerk	1p/t	Classified	7
Chief of Police			
Administrative Assistant	1	Classified	14 -A
Public Safety Records Technician	3	Classified	9
Public Safety Records/Research Technician	1	Classified	10
Court Specialist	1	Classified	10
Command & Staff Administrative Assistant	1	Classified	11
Accreditation Manager	1 p/t	Classified	10
Training Coordinator	1p/t (3/4)	Classified	10
Court Liaison	2 p/t	Classified	13
Public Safety Social Worker Supervisor	1	Classified	17
Public Safety Social Worker/			
Victim Advocate	2	Classified	16

(g) SERVICE DEPARTMENT

(1) Director of Public Service	1	Unclassified	22
Service Director			
<u>Public</u> Service Manager	1	Unclassified	21
Administrative Assistant	1	Unclassified	13
Secretary *	1	Classified	8
<u>Administrative Assistant Front Desk * 1</u>		<u>Classified</u>	<u>8</u>
Maintenance Foreman	1	Classified	16
Custodian	3	Classified	5
Maintenance Crew Leader	1	Classified	12

* Once the Administrative Assistant Front Desk is on-boarded the position of Secretary will be eliminated.

(2) Building Division			
Chief Building Official	1p/t (3/4 time)	Classified	21
Asst. Chief Building Inspector	1	Classified	17
Building Inspector I	3	Classified	14
<u>Electrical Inspector</u>	<u>1</u>	<u>Classified</u>	<u>14</u>
Zoning & Code Enforcement Inspector 1		Classified	12
<u>Lead Permit Technician</u>	<u>1</u>	<u>Classified</u>	<u>15 -A</u>
Permit Technician	<u>21</u>	Classified	11
Code Compliance Officer	4	Classified	10

(3) Water/Wastewater Division			
Superintendent	1	Classified	18
Asst. Superintendent	1	Classified	<u>15-A</u>
Maintenance Spec/Equip Operator	<u>67</u>	Classified	10
Billing Manager	1	Classified	15
Account Clerk 2	4	Classified	8

(4) Street Division			
Superintendent	1	Classified	18
Asst. Superintendent	1	Classified	<u>15-A</u>
Administrative Assistant	1	Classified	8
(To be shared with Storm Water Utility Division)			
Maintenance Spec/Equip Operator	5	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Storm Water Utility Division)			

Fleet Maintenance Supervisor	1	Classified	<u>14-15-A</u>
Fleet Maintenance Technician	2	Classified	10

(4)(a) Storm Water Utility Division			
Asst. Superintendent	1	Classified	<u>14-15-A</u>

Administrative Assistant	1	Classified	8
(To be shared with Street Division)			
Maintenance Spec/Equip Operator	2	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Street Division)			

(h) DEPARTMENT OF ENGINEERING

Director of Engineering	1	Unclassified	22
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**CITY OF REYNOLDSBURG, OHIO
SALARY SCHEDULE**

160.03 SALARY SCHEDULE

(a) Full Time Employees – NON SUPERVISORY PERSONNEL

~~BEGINNING July 1, 2021 with the implementation of steps,~~ THE FOLLOWING PAY GRADES SHALL BE IN EFFECT ON JANUARY 1, 2023:

<u>Grade</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
<u>3</u>	<u>16.55</u>	<u>17.37</u>	<u>18.25</u>	<u>19.15</u>	<u>20.12</u>	<u>21.12</u>
<u>4</u>	<u>17.56</u>	<u>19.26</u>	<u>20.93</u>	<u>22.62</u>	<u>24.24</u>	<u>25.97</u>
<u>5</u>	<u>18.00</u>	<u>19.74</u>	<u>21.45</u>	<u>23.19</u>	<u>24.86</u>	<u>26.61</u>
<u>6</u>	<u>18.36</u>	<u>20.13</u>	<u>21.87</u>	<u>23.65</u>	<u>25.34</u>	<u>27.14</u>
<u>7</u>	<u>18.73</u>	<u>20.54</u>	<u>22.31</u>	<u>24.12</u>	<u>25.85</u>	<u>27.69</u>
<u>8</u>	<u>19.90</u>	<u>21.62</u>	<u>23.36</u>	<u>25.05</u>	<u>26.79</u>	<u>28.52</u>
<u>9</u>	<u>20.86</u>	<u>22.66</u>	<u>24.48</u>	<u>26.26</u>	<u>28.08</u>	<u>29.89</u>
<u>10</u>	<u>21.38</u>	<u>23.44</u>	<u>25.09</u>	<u>26.92</u>	<u>28.79</u>	<u>30.64</u>
<u>11</u>	<u>21.81</u>	<u>23.69</u>	<u>25.59</u>	<u>27.45</u>	<u>29.36</u>	<u>31.25</u>
<u>12</u>	<u>22.24</u>	<u>24.17</u>	<u>26.10</u>	<u>28.00</u>	<u>29.94</u>	<u>31.88</u>
<u>13</u>	<u>22.69</u>	<u>24.65</u>	<u>26.62</u>	<u>28.56</u>	<u>30.55</u>	<u>32.51</u>
<u>14</u>	<u>23.11</u>	<u>25.14</u>	<u>27.16</u>	<u>29.12</u>	<u>31.16</u>	<u>33.17</u>
<u>15</u>	<u>23.61</u>	<u>25.65</u>	<u>27.71</u>	<u>29.70</u>	<u>31.78</u>	<u>33.83</u>

Pay Grade	Step-1	Year-2 COLA	Step-2	Year-4 COLA	Step-3	Year-6 COLA	Step-4	Year-8 COLA	Step-5	Year-10 COLA	Step-6
3	\$15.91	2% COLA	\$16.70	2% COLA	\$17.54	2% COLA	\$18.41	2% COLA	\$19.34	2% COLA	\$20.30
4	\$16.88	2% COLA	\$18.51	2% COLA	\$20.12	2% COLA	\$21.74	2% COLA	\$23.30	2% COLA	\$24.96
5	\$17.30	2% COLA	\$18.97	2% COLA	\$20.62	2% COLA	\$22.29	2% COLA	\$23.89	2% COLA	\$25.58
6	\$17.65	2% COLA	\$19.35	2% COLA	\$21.02	2% COLA	\$22.73	2% COLA	\$24.36	2% COLA	\$26.09
7	\$18.00	2% COLA	\$19.74	2% COLA	\$21.44	2% COLA	\$23.18	2% COLA	\$24.85	2% COLA	\$26.61
8	\$19.13	2% COLA	\$20.78	2% COLA	\$22.45	2% COLA	\$24.08	2% COLA	\$25.75	2% COLA	\$27.41
9	\$20.05	2% COLA	\$21.78	2% COLA	\$23.53	2% COLA	\$25.24	2% COLA	\$26.99	2% COLA	\$28.73
10	\$20.55	2% COLA	\$22.53	2% COLA	\$24.12	2% COLA	\$25.87	2% COLA	\$27.67	2% COLA	\$29.45
11	\$20.96	2% COLA	\$22.77	2% COLA	\$24.60	2% COLA	\$26.38	2% COLA	\$28.22	2% COLA	\$30.04
12	\$21.38	2% COLA	\$23.23	2% COLA	\$25.09	2% COLA	\$26.91	2% COLA	\$28.78	2% COLA	\$30.64
13	\$21.81	2% COLA	\$23.69	2% COLA	\$25.59	2% COLA	\$27.45	2% COLA	\$29.36	2% COLA	\$31.25
14	\$22.24	2% COLA	\$24.16	2% COLA	\$26.11	2% COLA	\$27.99	2% COLA	\$29.95	2% COLA	\$31.88
15	\$22.69	2% COLA	\$24.65	2% COLA	\$26.63	2% COLA	\$28.55	2% COLA	\$30.55	2% COLA	\$32.52

*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

** Scale will automatically adjust by 2% each year beginning January 1, 2022.

(b) SUPERVISORY PAY RANGE

Pay Grade	Minimum	Maximum
14	\$ 26.00 <u>27.00</u>	\$ 47.00 <u>48.00</u>
15	\$ 27.00 <u>28.00</u>	\$ 49.00 <u>50.00</u>
16	\$ 28.00 <u>29.00</u>	\$ 51.00 <u>52.00</u>
17	\$ 29.00 <u>30.00</u>	\$ 53.00 <u>56.00</u>
18	\$ 30.00 <u>31.00</u>	\$ 55.00 <u>58.00</u>
19	\$ 31.00 <u>32.00</u>	\$ 57.00 <u>60.00</u>
20	\$ 32.00 <u>33.00</u>	\$ 59.00 <u>62.00</u>
21	\$ 34.00 <u>40.00</u>	\$ 61.00 <u>64.00</u>
22	\$ 36.00 <u>42.00</u>	\$ 63.00 <u>66.00</u>

* Scale will automatically adjust by 2% each year beginning 2022.

(c) Senior Police Management

Pay Grade	Minimum	Maximum
24A	\$ 50.00 <u>51.00</u>	\$ 67.00 <u>70.00</u>
26A	\$ 55.00 <u>56.00</u>	\$ 72.00 <u>75.00</u>

*Nonexempt payroll will be based upon hourly rates derived from the annual rates.

* Scale will automatically adjust by 2% each year beginning 2022.

(c) Part Time Employee

Part time employees' rate of pay shall be set by the Appointing Authority within the pay grade assigned.

(d) Seasonal Employee

1) Parks and Recreation Department:

Recreation Leader	\$9.50 - \$25.00
Seasonal Maintenance Employee	\$10.00 – \$25.00
Bus/Van Driver	\$9.50 per hour-\$ \$25.00

2) Service Department

Water/Wastewater Laborer	\$10.00 - \$15.00 per hour
Service Seasonal Laborer	\$10.00 - \$15.00 per hour

3) Street Department

Street Seasonal Laborer	\$10.00 - \$ 15.00 per hour
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(e) Occasional Labor/Independent Contract

Unless otherwise indicated, occasional shall be paid at the rate mandated as the minimum wage by the Fair Labor Standards Act. Exceptions to this area are as follows:

(1) Parks and Recreation Department:

Umpire/Referee-	\$ 11.00 - \$100.00 per game
Program Assistant	\$11.00 - \$75.00 per game/hour

(2) Service Department (Building Division)

Building Plans Examiner	
Residential/Inspector	\$13.00 - \$16.00 per hour

(f) Other

Intern – permitted by a department that has funding available within the department budget for a college intern that will be on payroll on a part-time basis not to exceed six-months after college graduation with a secondary degree. There will be no benefits, holiday, vacation and sick leave earned.

160.04 OTHER COMPENSATION

(1) Water/Wastewater Departments – License Compensation

(a) Any hourly employee in the Water Department or Waste Water Department who receives a Class I, Class II, or Class III license from the Ohio EPA shall receive an additional amount per month for the highest held as follows:

Class I	\$ 75.00
Class II	\$100.00
Class III	\$150.00

(b) An employee may be compensated for the highest license regardless of how many are within the Department.

(2) All Second Shift Chapter 160 Eligible Employees Shift Differential

A shift differential of seventy-five cents (\$.75) per hour worked shall be paid to any Chapter 160 eligible employees when the majority of their regularly scheduled shift is after 1:00 p.m. and before 6:00 a.m.

Employees who work less than 20 hours per week on a regular basis will receive no benefits.

(3) Tomato Festival Event Staffing Compensation

Any employee that works a four-hour shift on Thursday OR Friday outside their regular work day AND a four-hour shift on Saturday of the Tomato Festival will receive their hourly pay and one (1) additional Personal day to be used no later than December 15 of the year earned. Hourly rate is defined as current rate of pay or time and a half, if applicable. Employees may elected to receive compensatory time in lieu of overtime if they wish.

160.05 OVERTIME ELIGIBILITY

A. POLICY

1. Exempt (Salary): Administrative, executive, professional, and certain other employees paid on a salary basis may be exempted or may fall into one of the specific categories of "non-covered" employees under the FLSA. The following positions are exempt from overtime compensation:

Safety Director	Service Director
Development Director	Deputy Chief of Police
Parks & Recreation Director	Computer Systems Director
Human Resources Director	Superintendent of Streets
Chief Building Official	Clerk of Courts
Superintendent of Water/Wastewater	Chief of Police

Tax Administrator	Finance Manager
Assistant City Prosecutors	Clerk of Council
Planning & Zoning Administrator	Assistant City Attorney

Public Service Manager

– Criminal Justice Program Administrator

~~Public Safety Social Worker/Victim Advocate **~~

Public Safety Social Worker/Victim Advocate Supervisor

Diversity Equity Inclusion Compliance Manager

~~**Public Safety Worker/Victim Advocate will become an hourly position once the Supervisor role is filled.~~

Such employees shall not receive a reduction in pay for absences of less than an entire work period (normally five [5] days). Absences will first be deducted from the employee's accumulated sick leave, vacation, or other paid leave time, as appropriate. Sick leave, vacation leave, and holiday pay are based upon a 40 hour week for exempt employees.

2. Nonexempt (Hourly): Employees that fall into the non-exempt status, either by ordinance or the federal Fair Labor Standards Act (FLSA), are paid a set wage on an hourly basis.
3. Part-time employees are expected to work their normally prescribed amount of work hours as determined by the City.

160.06 OVERTIME PAY

(a) Overtime will be authorized by the Appointing Authority or designee when it is necessary to prevent loss of life, damage to property, or to continue essential City services. Only full-time non-exempt employees are eligible for overtime pay.

(b) Full-time employees required to work, in excess of the established regular work week, holidays and/or any paid leave during the scheduled work week, shall be compensated for the excess hours at the rate of one and one-half (1½) times their current rate of pay. Employees must submit a time sheet by noon on Monday in order to be paid for overtime in the prior two (2) weeks. If not, overtime will be paid in the following pay period. Part-time employees must work more than forty (40) hours per week in order to qualify for overtime pay.

(c) The work period for calculating overtime shall be 12:00 a.m. Saturday through 11:59 p.m. Friday, unless the City has established an alternative work period for certain classes of employees. The City's right to use dual calculations to compute overtime owed to employees covered by collective bargaining agreements remains intact.

(d) In case of death of an employee, any earned overtime hours worked credited to such employee shall be paid to the surviving spouse, or to the estate of the deceased, if there is no surviving spouse.

160.07 LONGEVITY

Effective January 1, 2022, full-time employee of the City shall be eligible for longevity compensation on the anniversary of five (5) years of continuous service. Employees who are eligible for longevity prior to November 1, 2014 will have an adjusted longevity payment date of November 1. Longevity will be paid on the pay period that includes November 1 annually.

Full-time employees who become eligible for longevity as of November 1, 2014 will be paid longevity their actual anniversary dated with the city. The new rate effective January 1, ~~2022~~ 2023 is:

<u>From</u> (Anniversary)	<u>To</u> (Conclusion of):	
of 5 th year	9 th year	\$ 550.00 <u>650.00</u> annually
10 th year	14 th year	\$ 600.00 <u>900.00</u> annually
15 th year	19 th year	\$ 650.00 <u>1,050.00</u> annually
20 th year	----	\$ 700.00 <u>1,200.00</u> annually

Employee must be employed by the City of Reynoldsburg on their longevity payment date to receive longevity pay. Longevity pay will not be prorated.

160.08 ADMINISTRATION OF PAY PLAN

(a) SALARY SCHEDULE AND PAY GRADES

- Effective January 1, 2021 the City will update the step program for non-bargaining unit employees in pay grades 1 through 15 in non-supervisory roles as reflected in 160.03 (a). Effective January 1, 2021, any adjustments in step assignments will be made at the discretion of the Appointing Authority to fall in line with the new step program being implemented. Effective January 1, 2023, each employee will then move through their steps on their anniversary date of each year that falls on years that end in odd numbers. Effective January 1, 2022 and each January 1 thereafter the scale will adjust by two percent (2%) each year.
- The Appointing Authority will determine what step an individual is assigned based upon the qualification at the time of the initial hiring/transfer/promotion.

In the event an individual does not meet expectations on their annual review, moving to the next step could be delayed. Any employee not meeting performance standards will be notified of a delay of the step increase by six-months. At the six-month mark there will be another evaluation of performance and if the employee

meets the performance standards, they will be granted their step increase and then move forward to their next step on their anniversary date. The denial of an increase is not a disciplinary action nor a reduction in pay, the employee has simply not earned an increase.

- 3) If there are specific required certifications and/or licenses that is required for a position and it is achieved, the Appointing Authority may authorize the moving to a higher step within the range.
 - 4) For supervisory staff in pay grades 14 -26A hiring rate of pay will be based upon the minimum and maximum range set forth in each pay grade, based upon qualifications and approval of the appointing authority. Annual increases will be based upon annual performance reviews/feedback from their supervisor and/or Appointing Authority within the approved ranges and will be effective January 1 of each year. Any other salary adjustments will be made at the discretion of the Appointing Authority.
 - 5) All employee change forms shall be signed by the Appointing Authority, City Auditor or designee of the City Auditor, and the Human Resources Director to confirm that such change forms are consistent with the requirements set forth in Chapter 160.
- (b) Cost of Living Adjustments
On January 1 of each calendar year that is an even number, there will be a two-percent (2%) cost of living adjustment for all non-bargaining unit employees.
- (c) Promotions
 Upon promotion, the employee's rate of pay shall be adjusted from their current pay grade and step and to the assigned pay grade and the step determined by the Appointing Authority.
- (d) Transfers and Certain Other Appointments

Upon lateral transfer or appointment to a classification within the same Pay Grade, the employee's pay rate will be set by the Appointing Authority pursuant to Section 160.08 (a) (2). If that lateral transfer or appointment is to a classification with a lower Pay Grade, the appointing authority may establish the employee's pay at an equitable rate within the lower Pay Grade authorized by Reynoldsburg Chapter 160.03 Salary Schedule. Promotion transfers and appointments will be approved by the Appointing Authority. All benefits are retained when an employee transfers or is appointed to another position within the service of the City for any reason.

160.09 GROUP INSURANCE

- (a) Each employee eligible for medical insurance under the Affordable Health Care Act is entitled to such benefits provided by a group insurance contract, the premiums of which,

including premiums for dependent coverage, if appropriate, shall be paid by the City less an employee/newly elected or appointed official premium contribution of twelve percent (12%) of the total monthly premium for health, and seven percent (7%) for dental and vision insurance unless otherwise specified. Premium contributions shall be paid by payroll deduction. Coverage's and exclusions are as follows:

1. Effective January 1, 2014, eligible employees and each newly elected official who choose to utilize the City's medical insurance will pay twelve (12%) of the monthly premium contribution.
2. Effective January 1, 2008 for eligible employees and place into the H.S.A. amounts for single and family coverage as determined annually by City Council. Contributions for elected officials shall be equal to the contribution for full-time employees. Said amounts will be placed into the individual H.S.A. by the Auditor not later than January 15th of each year or as determined by the appropriate Labor Agreement.

A. The following shall apply for each full-time employee and is eligible for Medicare coverage:

The City will reimburse said full-time employee or elected official for qualified medical expenses and prescriptions that meet the insurance plan deductible coverage up to the same contribution level of those not eligible for Medicare coverage.

3. Full-time employees required to forfeit insurance coverage because their spouse is also a covered City employee shall receive twenty-five (25) dollars per month while such forfeiture is in effect.
4. Full-time employees may "opt out" of City provided health insurance provided they supply a certificate of coverage from another provider. Employees who "opt out" of employee only coverage will be paid One Thousand Five Hundred Dollars (\$1,500.00) annually. Employees who "opt out" of family coverage will be paid Two Thousand Five Hundred Dollars (\$2,500.00) annually and any employee opting to take employee only coverage in lieu of family coverage, except as determined by Section (4) above, will be paid One Thousand Five Hundred Dollars (\$1,500.00) annually. All dates of payments made under this "opt out" provision will be determined by the Auditor.
5. Each permanent three-quarter (30 hour) or more employee shall receive a minimum of Fifty Thousand Dollars (\$50,000.00) or one times annual salary Life insurance rounded off to the next higher One Thousand Dollars (\$1,000.00), plus an equal amount of Accidental Death Insurance. Part-time elected officials do not receive Life Insurance benefits. Premiums shall be fully paid by the City. The city shall provide police liability insurance for all police officers.

Effective January 1, 2001 each full-time, non-bargaining unit employee is entitled to disability benefits provided by an insurance carrier, the premium of which is paid by the City of Reynoldsburg.

160.10 EDUCATIONAL ASSISTANCE

1. All full-time employees are eligible to participate in the Educational Assistance Incentive Program of the City. Participation is voluntary and available to those who elect job-related self-development activities during non-working hours. All coursework must be taken in accordance with a Planned Program of Professional Improvement approved by the appointing authority in advance.
2. The allowances for assistance are as follows:
 - A. All full-time employees are eligible to participate in the Educational Assistance Incentive Program of the City. Participation is voluntary and available to those who elect job-related self-related self-development activities during non-working hours. All coursework must be taken in accordance with a Planned Program of Professional Improvement approved by the appointing authority in advance.
 - B. The allowances for assistance are as follows:
 1. The annual allowance for college credit coursework education assistance (per employee) is \$3,000.00 per academic year.
 2. The annual allowance for non-college credited coursework education assistance (per employee is \$1,000.00 per academic year
 3. Annual text book reimbursement shall not exceed fifty percent (50%) of the actual cost of textbooks for college credit coursework and \$250.00 for non-college credit coursework during the academic year.
 4. All coursework must be preapproved before commencement of the course
3. To qualify for assistance, plan participants shall satisfactorily complete the course(s) with a grade of C or better, or pass a pass/fail course. Reimbursement shall be made upon submission of official transcripts, tuition statements, and receipts for textbooks.
4. An employee who has received educational assistance must remain an employee for one (1) year following completion of the courses for which assistance was received. Should an employee separate from service with the City of Reynoldsburg within the one (1) year period, except in the event of a disability retirement, that employee must repay any assistance received in the one (1) year period.

160.11 CITY CLOTHING PROVIDED

1. The Appointing Authority reserves the right to prescribe appropriate attire and grooming and to set standards which are deemed to be in the best interest of the City and ensure an appropriate image for the City.

2. The Appointing Authority requires that an employee's clothing, grooming, and overall appearance be appropriate, in good taste, present a favorable public image, and be in conformity with regulations established by the City due to the specialized nature of service provided or the employment position maintained.
3. Clothing shall be conducive to the safe and effective performance of required job duties.
4. Certain employees may be required to wear regulation uniforms while on duty. The applicable departments may establish policies and procedures governing uniforms. When employees are required to wear a regulation uniform, the City shall provide the uniforms and/or provide a uniform allowance as prescribed by the City ordinance or applicable collective bargaining agreement.
5. Employees are required to keep uniforms neat, clean, and in good repair. City-issued uniforms may only be worn by employees while conducting official City business.
6. The City shall provide standard work clothing and safety equipment for all maintenance employees of the Parks and Recreation, Service, Street, Vehicle Maintenance, Water/Waste Water, Storm Water Utility and the Building Department employees. Each item of work clothing shall be suitably and permanently identified as belonging to the City. Any item unaccounted for shall be charged to the employee.
7. Employees not required to wear uniforms daily, may be provided shirts, sweaters, and jackets, etc. with the City of Reynoldsburg logo. The clothing may be worn for work at any time but are primarily to be worn for special events where it is desired the City of Reynoldsburg employees can be identified.

All clothing purchased must be approved colors and be branded with City of Reynoldsburg logo/name. Department directors are responsible for approving clothing options with the City of Reynoldsburg logo.

While wearing city branded clothing, employees are to conduct themselves in a professional manner. This portion of the policy does not negate the ability of the City of Reynoldsburg from providing protective clothing, boots, vests, gloves, aprons or other items deemed protective in nature and intended for specific purposes.

Uniforms or clothing purchased by the city and distributed to employees will be treated as a fringe benefit, included as wages to the employee and subject to withholding tax purposes unless not permit by law.

160.12 CITY CLOTHING PROVIDED (SENIOR POLICE MANAGEMENT)

In addition to non-conflicting provisions in Section 7.07, the following shall apply to Senior Police Management.

The City shall furnish the basic uniforms and new equipment for all sworn officers. Uniform parts and equipment shall be replaced by the City on an as-needed basis. All uniforms and equipment purchased by the City remain the property of the City and must be returned when a member is separated from City service for any reason.

Uniform items not accounted for shall be replaced at the employee's expense. Failure to do so shall result in the value of the uniform items not accounted for being withheld from the employee's separation pay.

The City shall repair or replace all uniform items damaged or destroyed in the line of duty so long as the damage was not due to the employee's misconduct or negligence.

The City shall repair or replace eye glasses damaged or destroyed in the line of duty so long as the damage is not due to the employee's misconduct or negligence. This section shall provide coverage only for a like amount of the damaged eye glasses.

Employees assigned to plain clothes or administrative duty shall be permitted to purchase civilian clothing and components up to the reimbursable amount as agreed upon in the collective bargaining agreement.

If not caused by negligence or misconduct of the employee, civilian clothing and/or components damaged to the point of unserviceability, in the line of duty, shall be replaced by the City as soon as possible at no charge to the current or subsequent allowance. Replacement does not include normal wear and tear.

Employees shall be reimbursed for necessary dry cleaning of uniforms or plain cloths items. Dry cleaning will be provided to staff who serve as Court Liaisons. Employees shall utilize the dry cleaning facility or facilities designated by the City.

The City will provide clothing/equipment per the collective bargaining agreements.

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: Updates to the Personnel Procedure Manual

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Explanation of legislation and need: To have in place and taking effect 1/1/2023

Statement of necessity for Emergency passage: Three read and passing as an emergency on third read waiving thirty day waiting period.

**AN ORDINANCE TO AMEND THE PERSONNEL PROCEDURE MANUAL
REGARDING MILITARY LEAVE, WORK FROM HOME, OVERTIME, AND
DECLARING AN EMERGENCY**

WHEREAS, the Council of the City of Reynoldsburg, Ohio, has determined that it is necessary to update Reynoldsburg Personnel Procedure Manual.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone**

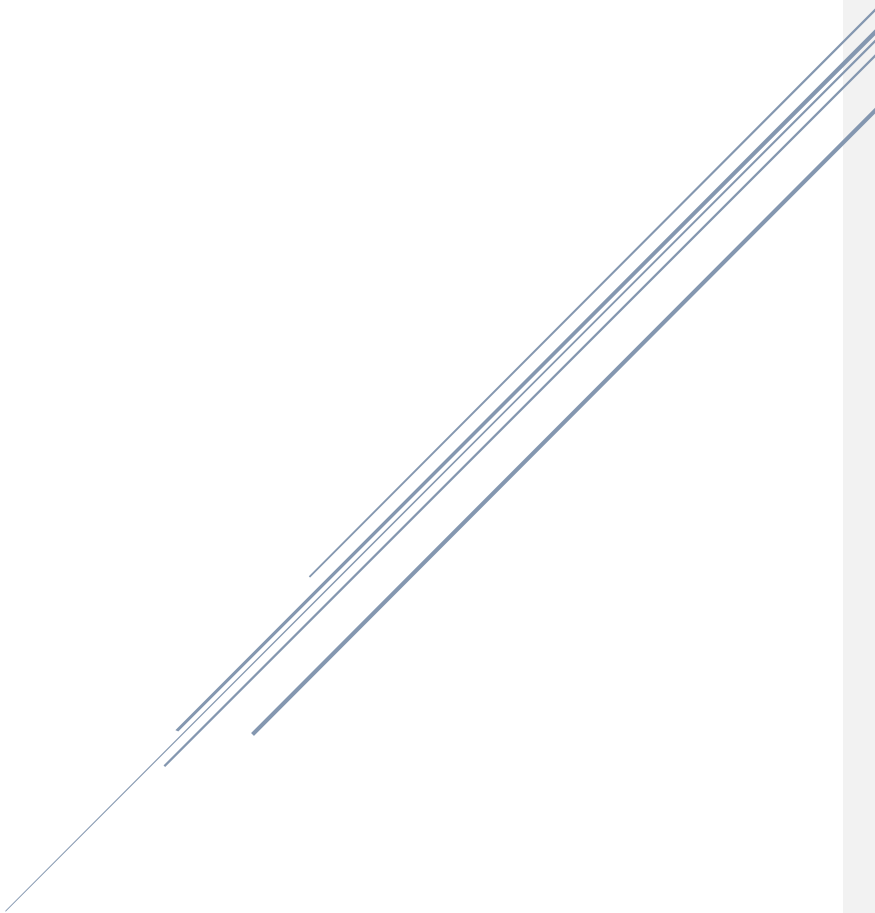
SECTION 1. That the City of Reynoldsburg Ohio Personnel Procedure Manual does hereby amended the Military Leave, Work from Home, Overtime Pay policies to read as follows:

See Exhibit “A” attached hereto and incorporated herein.

SECTION 2. That this Ordinance is deemed to be an emergency measure necessary for the financial needs of the City and further to have the policy in place on January 1, 2023; wherefore, upon adoption by Council this Ordinance shall be in effect immediately upon signature by the Mayor.

CITY OF REYNOLDSBURG

PERSONNEL PROCEDURE MANUAL



Attachment: PPM 012023 (147-2022 : Personnel Procedure Manual Updates 2023)

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INTRODUCTION OF PERSONNEL PROCEDURE MANUAL

The provisions of this Personnel Procedure Manual (Manual) are applicable to all City employees, unless otherwise specified or governed by a collective bargaining agreement. The Manual is not a contract of employment or a guarantee of any rights or benefits, but is merely intended to be used to assist and guide employees in the day-to-day directions and performance of their duties.

The policies adopted in this Manual supersede all previous written and unwritten personnel policies or operational guidelines that directly conflict with this Manual, excluding Charter provisions and ordinances adopted by City Council, including Chapter 160, which may be amended from time to time. This Manual is also intended to be construed in such a manner as to comply with all applicable federal, state, and civil service laws and regulations. Employees are responsible, as a condition of their employment, to familiarize themselves with, and abide by, these policies and procedures.

The City may revise these policies with or without advance notice. The City will attempt to give employees advance notice of any Manual changes. Notice of revisions shall be provided to all employees.

If any article or section of this Manual is held to be invalid by operation of law, the remainder of this Manual and amendments thereto shall remain in force and effect. Should a conflict arise between the Ohio Revised Code (O.R.C.), applicable federal law, or applicable local law and this Manual, law shall prevail. Additionally, should a direct conflict exist between this Manual and a Collective Bargaining Agreement, the Bargaining Agreement shall prevail.

Questions regarding the interpretation and application of these policies and procedures contained herein shall be directed to the employee's Department Head/Supervisor with input from the Human Resources Director.

In addition to the policies and procedures contained herein, each department and/or division of the City may have operational rules and/or policies in writing or practice that are unique to that department or division which are not covered by this Manual. Employees are responsible for complying with those departmental or divisional rules and policies, in addition to the policies and procedures contained herein.

All supervisory personnel responsible for administering the policies and procedures contained in this Manual. Supervisory personnel shall administer all policies and procedures contained herein to ensure compliance by subordinate personnel.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The City is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, military status, genetic testing, or other unlawful bias except when such a factor constitutes a bona fide occupational qualification ("BFOQ"). All personnel decisions and practices including, but not limited to, hiring, suspensions, terminations, layoffs, demotions, promotions, transfers, and evaluations, shall be made without regard to the above listed categories.

The City does not tolerate any conduct that intimidates, harasses, or otherwise discriminates against any employee or applicant for employment on the grounds listed above. Anyone who feels that their rights have been violated under this policy should submit a written complaint of discrimination to the Human Resources Director, who shall have the authority and responsibility to investigate and take appropriate action concerning the complaint.

AMERICANS WITH DISABILITY ACT

The City prohibits discrimination in hiring, promotions, transfers, or any other benefit or privilege of employment, of any qualified individual with a permanent disability. To be considered a qualified individual, the employee must satisfy the requisite skills, experience, education and other job-related requirements of the position he holds or desires and must be able to perform the essential functions of his position, with or without a reasonable accommodation.

The City will provide reasonable accommodation to a qualified applicant or employee with a disability unless the accommodation would pose an undue hardship on or direct threat to the facility. Decisions as to whether an accommodation is necessary and/or reasonable shall be made on a case-by-case basis after engaging in an interactive process. An employee who wishes to request an accommodation shall direct such request to the HR Director, or EEO/ADA Coordinator, each of whom shall have the authority and responsibility to investigate and take appropriate action. Requests for accommodation should be in writing to avoid confusion; however, verbal requests will be considered. The employer and employee will meet and discuss whether an accommodation is appropriate and, if applicable, the type of accommodation to be given.

Any employee who feels that his rights have been violated under this policy should submit a written complaint as set forth in the Unlawful Discrimination and Harassment Policy.

Definitions

Sex-Based Discrimination

Sex discrimination involves treating someone unfavorably because of that person's sex. Discrimination against an individual because of gender identity, including transgender status, or because of sexual orientation is discrimination because of sex in violation of Title VII, which protect lesbian, gay, bisexual, and transgender (LGBT) applicants and employees against employment bias.

Unlawful discrimination occurs when individuals are treated less favorably in their employment because of their membership in a protected classification. An employer may not discriminate against an individual with respect to the terms and conditions of employment, such as promotions, raises, and other job opportunities, based upon that individual's membership in that protected class.

Harassment is a form of discrimination. Harassment may be generally defined as unwelcome conduct based upon a protected classification. However, harassment becomes unlawful where:

1. Enduring the offensive conduct becomes a condition of continued employment.
2. The conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

Examples.

By way of example, sexual harassment is one type of unlawful harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment.
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual.
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. Harassment on the basis of an employee's membership in any protected classification (as set forth above) is unlawful, will not be tolerated, and must be reported.

4. Unlawful discrimination and harassment does not generally encompass conduct of a socially acceptable nature. However, some conduct that is appropriate in a social setting may be inappropriate in the work place. A victim's perceived acquiescence in the behavior does not negate the existence of unlawful discrimination or harassment. Inappropriate conduct that an employee perceives as being "welcome" by another employee may form the basis of a legitimate complaint.
5. Additional examples of unlawful sexual harassment may include, but are not limited to: repeated unwanted and/or offensive sexual flirtations, advances or propositions; verbal abuse; graphic comments; display of objects, pictures or displays through other media; offensive, abuse and/or unwanted physical contact.

UNLAWFUL DISCRIMINATION AND HARASSMENT

The City is committed to providing an environment that is safe and free from unlawful discrimination and harassment. Unlawful discrimination or harassment is behavior directed toward an employee because of his membership in a protected class such as: race, color, religion, sex, age, national origin, disability, military status, genetic testing, or other unlawful bias. Discrimination and harassment is inappropriate and illegal and will not be tolerated. All forms of unlawful discrimination and harassment are governed by this policy and must be reported and addressed in accordance with this policy. Unlawful discrimination and/or harassment may be committed against employees by elected officials, department heads, supervisors, co-workers, or members of the public. Further, unlawful discrimination and/or harassment may occur on-duty or off-duty.

Off Duty Conduct

Unlawful discrimination or harassment that affects an individual's employment may extend beyond the confines of the workplace. Conduct that occurs off duty and off premises may also be subject to this policy. Employees are also cautioned that conduct off-duty and online may be constitute unlawful discrimination or harassment.

REPORTING HARASSMENT OR DISCRIMINATION

It is the responsibility of the City to maintain an environment that is free from unlawful discrimination or harassment. Employees who feel they have been subject to unlawful discrimination or harassment by a fellow employee, supervisor, or other individual otherwise affiliated with the City shall immediately report the conduct, in writing, the Human Resources Director, who shall have the authority and responsibility to investigate and take appropriate action

concerning the complaint. Similarly, employees who feel they have knowledge of discrimination or harassment, or who have questions or concerns regarding discrimination or harassment, shall immediately contact their supervisor. Late reporting of complaints and verbal reporting of complaints will not preclude the City from taking action. However, so that a thorough and accurate investigation may be conducted, employees are encouraged to submit complaints in writing and in an expedient manner following the harassing or offensive incident. All supervisors are required to follow up on all claims or concerns, whether written or verbal, regarding unlawful discrimination and harassment.

Although employees may confront the alleged harasser at their discretion, they are also required to submit a written report of any incidents as set forth above. When the City is notified of the alleged harassment, it will timely investigate the complaint. The investigation may include private interviews of the employee allegedly harassed, the employee committing the alleged harassment and any and all witnesses. Information will be kept as confidential as practicable, although confidentiality is not guaranteed. All employees are required to cooperate in any investigation. Determinations of harassment shall be made on a case-by-case basis. If the investigation reveals the complaint is valid, prompt attention and disciplinary action designed to stop the harassment and prevent its recurrence will be taken.

Retaliation.

Anti-discrimination laws prohibit retaliatory conduct against individuals who file a discrimination charge, testify, or participate in any way in an investigation, proceeding, or lawsuit under these laws, or who oppose employment practices that they reasonably believe discriminate against protected individuals, in violation of these laws. The law also prevents retaliatory conduct against individuals who are close friends or family members with an individual who engaged in protected conduct. The City and its supervisors and employees shall not in any way retaliate against an individual for filing a complaint, reporting harassment, participating in an investigation, or engaging in any other protected activity. Any employee who feels he has been subjected to retaliatory conduct as a result of actions taken under this policy, or as a result of his relationship with someone who took action under this policy shall report the conduct to their supervisor immediately. Disciplinary action for filing a false complaint is not a retaliatory act.

False Complaints.

Legitimate complaints made in good faith are strongly encouraged; however, false complaints or complaints made in bad faith will not be tolerated. Failure to prove unlawful discrimination or harassment will not constitute a false complaint without further evidence of bad faith. False complaints are considered to be a violation of this policy.

Corrective Action.

If the City determines unlawful discrimination, harassment, or retaliation has taken place, appropriate corrective action will be taken, up to and including termination. The corrective action will be designed to stop the unlawful conduct and prevent its reoccurrence. If appropriate, law enforcement agencies or other licensing bodies will be notified. Any individual exhibiting retaliatory or harassing behavior towards an employee who exercised a right under this policy, or who is a close personal friend or family member of someone who exercised a right under this policy, will be subject to discipline, as will any employee who has knowledge of unlawful conduct and allows that conduct to go unaddressed.

Coverage.

This policy covers all employees, supervisors, department heads and elected officials. Additionally, this policy covers all suppliers, subcontractors, residents, visitors, clients, volunteers and any other individual who enters City property, conducts business on City property, or who is served by City personnel.

EMPLOYEE CONDUCT

A fair, inclusive and respectful workplace is vital to all individuals and is essential to the success of the staff of the City of Reynoldsburg. Therefore, the City of Reynoldsburg is committed to promoting an environment where employees respect each other regardless of their roles or responsibilities, or the nature of their contributions.

Every employee of the City of Reynoldsburg has the right to work in a respectful workplace. In order to promote and sustain a workplace where all employees are treated with respect and dignity, regardless of their status or position, each employee is expected to show respect in all interactions with coworkers of interpersonal behavior, communication and professionalism.

CLASSIFICATION STATUS

The classified service shall comprise all City employees not specifically included in the unclassified service. Following completion of the probationary period of one (1) year, no classified employees shall be reduced in pay or position, fined, suspended or removed, or have his or her longevity reduced or eliminated, except and for those reasons set forth in the civil service law, or local law. Such reasons include: incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, violation

of any policy or work rule of the City, any other failure of good behavior, any other acts of misfeasance, malfeasance or nonfeasance in office, or conviction of a felony, except for just cause.

Unclassified employees serve at the pleasure of the City and may be terminated or otherwise separated from employment for any reason not inconsistent with law. An unclassified employee may not be rendered classified due to the provisions of this Manual.

PROBATIONARY PERIOD

Newly hired or newly promoted employees in the classified service shall be required to successfully complete a one (1) year probationary period. The probationary period allows the City to closely observe and evaluate the employee's fitness and suitability for the position. Only those employees who demonstrate an acceptable standard of conduct and performance shall be retained in their positions.

A newly hired probationary period may be removed at any time during their probationary period due to unsatisfactory work performance. If an employee is removed during their original appointment probationary period, the employee lacks any appeal rights. Time spent on inactive pay status or non-paid leave of absence shall not be counted toward the completion of the probationary period. An employee's probationary period may be extended due to time spent in inactive pay status or on a non-paid leave of absence.

Employees working irregular schedules and intermittent employees shall have a one (1) year probationary period.

The failure of a promoted employee to complete a probationary period due to unsatisfactory performance shall result in the employee being returned to the same or similar position he held at the time of his promotion.

Unclassified employees serve at the pleasure of the appropriate appointing authority and do not serve a probationary period. Nothing contained in this policy should be considered a waiver of the right to remove an unclassified employee consistent with law.

POLICE COMMAND STAFF PROMOTIONS

- A. Senior Police Department Management by definition includes all positions as set forth herein above the rank of Sergeant and not included in a collective bargaining agreement. Senior Police Department Management positions are:
 - a. Chief of Police

- b. Deputy Chief of Police
 - c. Lieutenant
2. Pursuant to the power granted to the Reynoldsburg City Council by Section 7.03(e) of the Reynoldsburg City Charter, the Reynoldsburg City Council hereby eliminates the application of general laws of Ohio pertaining to the civil service provisions for selection and filling of Police Department positions above the rank of Police Officer and Sergeant, specifically Ohio Revised Code Section 124.44, and hereby substitutes its local procedure and provisions for filling said positions.
 3. The Chief of Police may be filled by original appointment of a person who is not in the Reynoldsburg Police Department.

The following selection procedure shall be followed whether by original appointment or promotion:

- (1) a competitive promotional Civil Service Examination as set forth in Reynoldsburg City Code 157.04 shall not be given;
- (2) a candidate for promotion to Chief of Police or original appointment to Chief of Police shall have achieved a rank of command with at least one (1) year of police- command experience and a bachelor's degree in criminal justice, police science, or a related field such as the social sciences, business management, or public administration required commencing January 1, 1996, from an accredited college or university that would enable the candidate to be admitted to a graduate school at an accredited university; and
- (3) successful completion of one of the following: FBI National Academy, the Southern Police Institute's Command Officer Development Course, Northwestern University/Traffic Institute's School of Police Staff and Command, Public Safety Leadership Academy (PSLA), or Certified Law Enforcement Executive (CLEE).

Unless the Civil Service Commission contracts with an accredited law enforcement consulting agency to accept and rank resumes, a Preliminary Screening Committee shall be established to review applications and resumes of Chief of Police candidates. This committee shall be responsible for selection not more than ten (10) candidates.

The Preliminary Screening Committee shall be comprised of:

- Safety Committee Chair
- A representative from the OACP
- A representative from the FOP
- Human Resource Director

Any of the above can be replaced by a designee if necessary. Such designee would require approval by the Civil Service Commission.

The Committee will determine if the applicants meet the minimum job requirements as outlined in the job classification for the position of Chief of Police.

The Preliminary Screening Committee will rank the qualified candidates based upon their qualifications utilizing an objective evaluation form. The Committee shall submit to a final Selection Committee the top five (5) candidates.

The Final Selection Committee will be comprised of:

- Mayor
- A representative from the OACP
- A representative from the FOP
- Council President
- Safety Committee Chair
- City Attorney
- A representative appointed by the Mayor

Any of the above can be replaced by a designee if necessary. Such designee would require approval by the Civil Service Commission.

The final selection committee shall interview the final five (5) candidates and make a recommendation of the top three (3) to the appointing authority based on majority vote. The Appointing Authority will appoint from the top three (3).

4. The Deputy Chief of Police may be filled by original appointment or of a person who is not in the Reynoldsburg Police Department.
 - a. The following selection procedure shall be followed whether by original appointment or promotional appointment:
 - (1) A competitive promotional Civil Service examination as set forth in Reynoldsburg City Code 157.04 shall not be given;

- (2) Candidate for promotion to Deputy Chief of Police or original appointment to Deputy Chief of Police shall have achieved a rank of command with at least one (1) year of police command experience and a bachelor's degree in criminal justice, police science, or a related field such as the social sciences, business management or public administration required commencing January 1, 1996, from an accredited college or university that would enable the candidate to be admitted to a graduate school at an accredited university; and
 - (3) Successful completion of one of the following: FBI National Academy, the Southern Police Institute's Command Officer Development Course, Northwestern University/Traffic Institute's School of Police Staff and Command, Public Safety Leadership Academy (PSLA), or Certified Law Enforcement Executive (CLEE).
- b. Unless the Civil Service Commission contracts with an accredited law enforcement consulting agency to accept and rank resumes, a Preliminary Screening Committee shall be established to review applications and resumes of Deputy Chief of Police candidates.

The Preliminary Screening Committee shall be comprised of:

- A representative appointed by the Mayor
 - Current Chief of Police
 - Human Resource Director
- Any of the above can be replaced by a designee if necessary. Such Designee would require approval by the Civil Service Commission.

The Committee will determine if the applicants meet the minimum job requirements as outlined in the job classification for the position of Deputy Chief of Police.

- c. The Preliminary Screening Committee will rank the qualified candidates based upon their qualifications utilizing an objective evaluation form. The committee shall submit to a final Selection Committee the top five (5) candidates.

The Final Selection Committee shall be comprised of:

- Mayor
- Chief of Police
- City Attorney
- Safety Director
- Human Resource Director

Any of the above can be replaced by a designee if necessary. Such designee would require approval by the Civil Service Commission.

- d. The final selection committee shall interview the final five (5) candidates and make a recommendation of the top three (3) to the appointing authority based on majority vote. The Appointing Authority will appoint from the top three (3).

5. A candidate for promotion to the rank of Lieutenant shall have:

- a. The following selection procedure shall be followed whether by original appointment or promotion:
 - i at least three (3) years of experience at the rank of Sergeant with the Reynoldsburg Police Department immediately preceding the date of promotion; and an Associate's Degree or two (2) complete years of college education from a community college, college or university, that would enable the candidate to be admitted to an undergraduate school as a third year student at an accredited college or university
 - ii. A written exam may be administered to all eligible candidates pursuant to the rules established by the Civil Service Commission.
 - iii. If a written exam is administered, then all candidates achieving a passing grade shall submit to an assessment center.

If a written exam is not given, then all eligible candidates shall submit to a assessment center, prepared and presented by an accredited law enforcement consulting agency as selected by the Civil Service Commission. The consulting agency shall submit the results to the Civil Service Commission, who will forward the names of the top three candidates to the appointing authority (the Mayor) who shall appoint from the top four ranked candidates.

- (b) When there are not two (2) or more eligible candidates within the Reynoldsburg Police Department for the rank of Lieutenant, open posting shall be conducted throughout the state of Ohio for potential candidates, who are currently certified law enforcement officers through the Ohio Peace Officers Training Council.
- i. the outside candidate shall have at least three (3) years of experience at the rank of Sergeant and an Associate's Degree or two (2) complete years of college education from a community college, college or university, that would enable the candidate to be admitted to an undergraduate school as a third year student at an accredited college or university;
- ii. A written exam may be administered to all eligible candidates pursuant to the rules established by the Civil Service Commission.
- iii. If a written exam is administered, then all candidates achieving a passing grade shall submit to an assessment center.

If a written exam is not given, then all eligible candidates shall submit to an assessment center, prepared and presented by an accredited law enforcement consulting agency as selected by the Civil Service Commission. The consulting agency shall submit the results to the Civil Service Commission, who will forward the names of the top four candidates to the appointing authority (the Mayor) who shall appoint from the top four (4) candidates.

REDUCTION IN FORCE

If it becomes necessary to reduce staffing levels by layoff or job abolishment due to lack of work, lack of funds, reorganization or other justified business reason, the City shall lay off employees in accordance with law. The City shall determine the number of positions and the classifications in which layoffs will occur. Employees may have recall rights for up to one (1) year.

MEDICAL EXAMINATIONS AND DISABILITY SEPARATION

All City employees are required and expected to maintain the appropriate physical and mental capacities to perform the essential functions of their job. The City may require an employee to take an examination, conducted by a licensed medical practitioner, to determine the employee's physical or mental capacity to perform the essential functions of his job, with or without reasonable accommodation. This examination may include a fitness-for-duty examination following an employee's absence from work due to their own illness or injury. This examination shall be at the City's expense. If the employee disagrees with the City's licensed medical practitioner's determination, he may request to be examined by a second licensed medical practitioner of his choice at his own expense. If the reports of the two practitioners conflict, a third opinion shall be rendered by a neutral party chosen by the City and paid for by the City. The third opinion shall be controlling.

If an employee, after examination, is found to be unable to perform the essential functions of his position with or without reasonable accommodation, he may request use of accumulated, unused, paid and unpaid leave benefits, if applicable.

If a classified employee remains unable to perform the essential functions of his position after exhausting available leaves, he may request a voluntary disability separation. The City may require an employee seeking a voluntary disability separation to undergo a physical or psychological examination by a licensed medical practitioner of its choosing. If the examination supports the request for a voluntary disability separation, it will be granted.

If, after exhausting available leave, an employee refuses to request a voluntary disability separation, the City may place the employee on an involuntary disability separation if the City has substantial credible medical evidence to indicate that the employee remains disabled and incapable of performing the essential job duties. If the City seeks to involuntarily disability separate an employee, it may request that an employee submit to a medical or psychological examination to determine the employee's physical and mental capacity to perform the essential functions of their job. The employee must cooperate in this process. A failure to participate in the process may result in a finding that the employee is insubordinate which may result in discipline, up to and including termination. The City will select the licensed medical practitioner. While an examination is pending, the employee may be placed on administrative leave with pay.

If, after the examination, the City determines that the employee is incapable of performing the essential functions of the position, it shall institute the involuntary disability separation process. The City shall schedule a hearing with at least seventy-two (72) hours advance notice regarding whether the employee is capable of performing the essential functions of the position. The employee may waive the right to a hearing. However, if the employee chooses to have a hearing, the employee has the right to examine the City's evidence regarding the employee's ability to

perform the essential functions of the position, rebut the City's evidence and/or present their own medical evidence.

If it is determined after the hearing that the employee is incapable of performing the essential functions of the position, the City shall issue an involuntary disability separation, which may be appealed to the City's civil service commission. However, if, after a hearing, it is determined that the employee is capable of performing the essential functions of their position, the employee shall be deemed fit for duty and returned to their position.

Employees that are disability separated have a two (2) year right to reinstatement. Any requests for reinstatement must be made in writing and include appropriate medical documentation to support the request. The City may require the employee to be examined by a licensed medical practitioner of its choosing. The City shall pay for the cost of its licensed medical practitioner. If it is determined that the employee is capable of performing the essential functions of the position, the employee shall be reinstated.

WORKPLACE ROMANCES

To avoid concerns of sexual harassment, preferential treatment and other inappropriate behavior, employees are required to inform the Human Resources Director if they currently are, or if they intend to become, romantically involved with a co-worker. Such relationships are not necessarily prohibited, but must be appropriately addressed. Should the City determine that a conflict exists between an employee's employment and a personal relationship with a co-worker, the City will attempt to work with the employees to resolve the conflict. Should operational needs prevent resolution, the relationship must cease or one or both of the parties must separate from employment. Supervisors are expressly prohibited from engaging in romantic or sexual relationships with any employee they directly, or indirectly, supervise.

NEPOTISM

Hiring

Although the employment of close relatives is discouraged, the City will receive employment applications from relatives of current employees. However, the following five (5) situations shall prevent the City from hiring a relative of a current employee:

1. If one relative would have supervisory or disciplinary authority over another.
2. If one relative would audit the work of another.

3. If a conflict of interest exists between the relative and the employee or the relative and the City.
4. If the hiring of relatives could result in a conflict of interest.
5. If one of the family members would have access to confidential material.

Employment

An employee is not permitted to work in a position where his supervisor or anyone within his chain of command is a relative. If such a situation is created through promotion, transfer or marriage, one of the affected employees must be transferred or an accommodation acceptable to the City must be established. Termination of employment will be a last resort. If two employees marry, they will be subject to the same rules listed above as other relatives.

The provisions of O.R.C. §§ 102.03 and 2921.42 render it unlawful for a public official to use his influence to obtain a benefit, including a job for her relative. Any violation of these statutes may result in criminal prosecution and/or disciplinary action. For purposes of the Article, the term “relative” shall include spouse, children, grandchildren, parents, grandparents, siblings, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father-in-law, mother-in-law, stepparents, stepchildren, stepsiblings, and a legal guardian or other person who stands in the place of a parent to the employee.

ETHICS/CONFLICTS OF INTEREST

The proper operation of a democratic government requires that actions of public officials and employees be impartial, that government decisions and policies be made through the proper channels of governmental structure, that public office not be used for personal gain, and that the public have confidence in the integrity of its government. Ohio Revised Code §§ 102.03 and 2921.42 prohibit public employees from using their influence to benefit themselves or their family members. In recognition of the above-listed requirements, the following Code of Ethics is established for all City officials and employees:

- A. No employee shall use his official position for personal gain, or shall engage in any business or shall have a financial or other interest, direct or indirect, which is in conflict with the proper discharge of his official duties.
- B. No employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall he use such information to advance the financial or other private interest of himself or others.

- C. No employee shall accept any valuable gift, whether in the form of service, loan, item or promise from any person, firm or corporation that is interested directly or indirectly in any manner whatsoever in business dealings with the City; nor shall an employee accept any gift, favor or item of value that may tend to influence the employee in the discharge of his duties or grant, in the discharge of the employee's duties any improper favor, service or item of value.
- D. No employee shall represent private interests in any action or proceeding against the interest of the City in any matter wherein the City is a party.
- E. No employee shall engage in or accept private employment or render services for private interests when such employment or service is incompatible with the proper discharge of his official duties or would tend to impair his independent judgment or action in the performance of his official duties. Neither shall other employment, private or public, interfere in any way with the employee's regular, punctual attendance and faithful performance of his assigned job duties.

Any employee having doubt as to the applicability of these provisions should consult the Human Resources Director. Any employee offered a gift or favor who is not sure whether acceptance is a violation of the Code of Ethics, should inform his supervisor of the gift offer. No employee will accept from any contractor or supplier doing business with the City, any material or service for the employee's private use.

State law prohibits City employees and officials from having a financial interest in companies that do business with the City, with minor exceptions. Employees who have any doubt concerning a possible violation of these statutes are advised to consult an attorney.

PERSONNEL FILES AND INFORMATION

The City shall maintain personnel files for all City employees. Such files may include individual employment data, payroll information, schedules, records of additions or deductions, application forms, and records pertaining to hiring, promotion, demotion, transfer, layoff and termination. Personnel files shall be available to members of the public in accordance with the law. An employee shall have a right of reasonable inspection of his official personnel file. No personnel records shall be removed from the official records unless in accordance with state or federal law or in accordance with the City's retention of records policy.

When a public records request is made for an employee's records, the City will endeavor to inform the employee of the request in advance of the release of records. The City will make reasonable efforts to redact personal information, and other non- public information, from the files before release. Notifying the employee of the release may not result in an unreasonable delay in releasing the records pursuant to an appropriate request. Employees are responsible for taking legal action in the event they wish to prohibit release of the requested documents to the requesting individual or entity.

Employees must timely advise the City of any change in name, address, marital status, telephone number, number of tax exemptions, citizenship, or association with any government military service organization.

OUTSIDE EMPLOYMENT

Employees are required to notify their supervisor of any outside employment. No employee shall have outside employment, which conflicts in any manner with the employee's ability to properly and efficiently perform his duties and responsibilities with the City. Employees are expected to be at work and fit for duty when scheduled.

Employees are prohibited from engaging in secondary employment while on sick leave, disability leave, or family medical leave. Employees are strictly prohibited from engaging in or conducting outside private business during scheduled working hours and are further prohibited from engaging in conduct which creates a potential or actual conflict of interest with their duties and responsibilities as a City employee.

RESIGNATION

Employees may voluntarily resign in good standing by submitting a written letter of resignation to their Appointing Authority at least two (2) weeks in advance of the effective date of resignation. Such resignation letter should be signed, dated and include the expected date of resignation. A failure to provide the appropriate notice may result in an individual being ineligible for re-employment with the City.

Employees voluntarily resigning from the City are expected to return all City equipment/property to their supervisor on, or before, the date of their voluntary resignation. A failure to timely return City equipment/property may result in a delayed delivery of their final paycheck.

An employee that is absent without leave for three (3) or more consecutive days may be considered to have constructively resigned their employment with the City.

POLITICAL ACTIVITY

Although the City encourages all employees to exercise their constitutional rights to vote, certain political activities are legally prohibited for classified employees of the City whether in active pay status or on leave of absence. The following activities are examples of conduct permitted by classified employees:

- a. Registration and voting.
- b. Expressing opinions, either orally or in writing.
- c. Voluntary financial contributions to political candidates or organizations.
- d. Circulating non-partisan petitions or petitions stating views on legislation.
- e. Attendance at political rallies.
- f. Signing nominating petitions in support of individuals.
- g. Displaying political materials in the employee's home or on the employee's property.
- h. Wearing political badges or buttons, or the display of political stickers on private vehicles.
- i. Serving as a precinct official under O.R.C. § 3501.22.

A. The following activities are examples of conduct prohibited by classified employees.

- 1. Candidacy for public office in a partisan election.
- 2. Candidacy for public office in a non-partisan general election if the nomination to candidacy was obtained in a primary partisan election or through the circulation of a nominating petition identified with a political party.
- 3. Filing of petitions meeting statutory requirements for partisan candidacy to elective office.
- 4. Circulating official nominating petitions for any partisan candidate.
- 5. Holding an elected or appointed office in any partisan political organization.

6. Accepting appointment to any office normally filled by partisan election.
7. Campaigning by writing in publications, by distributing political material, or by writing or making speeches on behalf of a candidate for partisan elective office, when such activities are directed toward party success.
8. Solicitation, either directly or indirectly, of any assessment, contribution or subscription, either monetary or in-kind, for any political party or political candidate.
9. Solicitation for the sale, or actual sale, of political party tickets.
10. Partisan activities at the election polls, such as solicitation of votes for other than nonpartisan candidates and nonpartisan issues.
11. Service as a witness or challenger for any party or partisan committee.
12. Participation in political caucuses of a partisan nature.
13. Participation in a political action committee that supports partisan activity.

Any employee having a question pertaining to whether specific conduct of a political nature is permissible should contact their immediate supervisor, or City Attorney, prior to engaging in such conduct.

PERFORMANCE EVALUATIONS

A written Performance Evaluation provides supervisors with an effective mechanism to measure and communicate levels of job performance to their employees. The City may conduct annual performance evaluations of employees. Evaluations, if conducted, will be based upon defined and specific criteria and will generally be reviewed with the employee by their supervisor or department head. The results will be discussed with the employee and the employee will be asked to sign the evaluation. An employee's signature will reflect their receipt of the evaluation, not their agreement with its contents. Should the employee refuse to sign, a notation will be made reflecting the date and time of the review along with the employee's refusal to sign. Employees may offer a written response to their performance evaluation. Such response, if given, will be maintained with the evaluation. Performance evaluations will be retained in the employee's personnel file.

Additional performance evaluations may be performed by the City at the City's discretion.

SOLICITATION

Individuals not employed by the City are prohibited from soliciting funds or signatures, conducting membership drives, distributing literature or gifts, offering to sell merchandise or services (except by representatives of suppliers or vendors given prior authority), or engaging in any other solicitation, distribution, or similar activity on the premises or at a worksite.

The City may authorize a limited number of fund drives by employees on behalf of charitable organizations or for employee gifts. Employees are encouraged to volunteer to assist these drives; however, participation is entirely voluntary.

The following restrictions apply when employees engage in permitted solicitation or distribution of literature for any group or organization, including charitable organizations:

- A. Distribution of literature, solicitation and the sale of merchandise or services is prohibited in public areas.
- B. Soliciting and distributing literature during the working time of either the employee making the solicitation or distribution, or the targeted employee, is prohibited. The term "working time" does not include an employee's authorized lunch or rest periods or other times when the employee is not required to be working.
- C. Distributing literature in a way that causes litter on City property is prohibited.

The City maintains various communications systems to communicate City-related information to employees and to disseminate or post notices required by law. The unauthorized use of the communications systems or the distribution or posting of notices, photographs, or other materials on any City property is prohibited.

Violations of this policy will be addressed on a case-by-case basis. Disciplinary measures will be determined by the severity of the violation, not the content of the solicitation or literature involved.

PAYCHECKS

The City requires that all payroll checks be issued by way of Direct Deposit. It is the employees responsibility to inform the City of any changes, pay will be issued on the Friday following the end of a pay period, except when a regular payday falls on a holiday. If payday falls on a holiday, paychecks will be distributed the day immediately preceding the holiday. Pay advances are not permitted.

REPORTING TO WORK AND TARDINESS

Employees are expected to report for and remain at work as scheduled and to be at their work stations at their starting time. Employees who call off work for personal reasons should call off in advance of their starting time in accordance with procedures established by their Supervisor. Employees who call off must make contact with their supervisor or designee each day of their absence unless they have made alternate arrangements. Calling off work in accordance with this procedure will not necessarily result in an employee receiving approved leave for their absence.

Tardiness may result in a reduction in the corresponding amount of pay for which the employee is late and/or discipline.

HOURS OF WORK AND OVERTIME

The City will establish the hours of work for all employees. Generally, the normal business hours will be 8:00 a.m. to 5:00 p.m. Work hours may vary by Department. Staff may be required to work days, evenings, nights and/or weekends due to operational needs. Additionally, each City Department may alter the work schedules, days off and shifts of employees based upon operational needs.

Due to federal regulations, employees who are not exempt from the overtime provisions of the Fair Labor Standards Act ("FLSA") are prohibited from signing in or beginning work before their scheduled starting time, or signing out/stopping work past their scheduled quitting time except with supervisory approval or in emergency situations. Additionally, non-exempt employees who receive an unpaid lunch period are prohibited from working during their lunch period except with supervisory approval or in emergency situations. Non-exempt employees who work outside their regularly scheduled hours in contravention of this rule shall be paid for all hours actually worked, but may be disciplined accordingly.

Failure to properly sign-in or sign-out as required, misrepresenting time worked, altering any time record, or allowing a time record to be altered by others will result in disciplinary action. However, supervisors may make adjustments to an employee's time sheet, as necessary.

Generally, employees not exempt from the overtime provisions of the FLSA shall be compensated for overtime for all hours worked in excess of forty (40) in any one work week, regardless of the employee's regularly scheduled work day. Overtime shall be compensated at a rate of one and one-half times the employee's regular rate of pay for overtime worked, including time spent in paid status, unless otherwise noted.

The City may require overtime as a condition of continued employment. An employee who refuses to work a mandatory overtime assignment may be considered insubordinate and disciplined accordingly. Additionally, the City may authorize or require employees to work a flexible schedule in a work week. For overtime-eligible employees, a flexible schedule must occur within a single forty-hour workweek.

Employees who are exempt from the overtime provisions of the FLSA are not eligible for overtime payment. Such exemptions may include employees whose job duties are executive, administrative or professional in nature. At the discretion of the appointing authority, exempt employees may be required to keep track of, and report, their hours without destroying their exempt status. However, generally, exempt employees will not have a reduction in pay for absences of less than an entire work period of five (5) days. Absences will first be deducted from the employee's accumulated sick leave (if appropriate), vacation leave or other paid leave. The list of exempt employees are in Chapter 160.05 Overtime Eligibility, following positions have been determined to be exempt from the overtime provisions of the FLSA:

Safety Director	Service Director
Development Director	Parks & Recreation Director
Computer Systems Director	Tax Administrator
Human Resources Director	Superintendent of Streets
Chief Building Official	Clerk of Courts
Superintendent of Water/Wastewater	Planning and Zoning Administrator
Chief of Police	Director of Senior Center
Deputy Chief of Police	Assistant City Attorney
Finance Manager	Assistant City Prosecutors
Clerk of Council	
Public Safety Social Worker/Victim Advocate *	
Public Safety Social Worker/Victim Advocate Supervisor**	

* Once the supervisor position filled, the Public Safety Social Worker/Victim Advocate position will be hourly.

** Position being added to Chapter 160 for 1/1/2022.

WORKING FROM HOME (TAXES)

In rare circumstances employee may be permitted to work remotely if their duties allow for it and their supervisor grants approval. This approval is on a case-by-case basis and it not considered a permanent arrangement for the conditions of their employment. If granted permission to work remotely, employees need to understand how the City of Reynoldsburg will handle the income tax withholding based upon the permissions granted.

The "General Withholding Rule" is that the employer (City of Reynoldsburg, City) is required to withhold to the jurisdiction where you (the Employee) physically performs work. As a Government entity, the City also withholds residence tax for those employees living in a higher taxing jurisdiction or one with reduced credit.

- The above "General Rule" holds true for the majority of City employees, but there may be a few exceptions. Below are the most common exceptions.

1. If you are permitted to have **100% Work from Home (WFH)** or remote work location, income tax will be withhold at the remote location.
2. If you are permitted to work in a **Hybrid WFH Model**, i.e. 2 days at home /3 days in office, or 40% / 60%. If permitted to work a hybrid model on a regular basis then you will need to contact the payroll department to complete a withholding allocation change form. Once complete the City will withhold to both the remote home location and primary office location, but will discontinue the courtesy residence tax.

Note:

- You may need to set-up estimates for the taxing jurisdiction in which you reside.
- It is the responsibility of you and your supervisor to determine the hybrid percentage and notify payroll of any changes in reporting requirements.

3. The **20-day Occasional Entrant** rule.

This may be applicable if your position requires you to perform work outside of the City more than 20 days per year. In this case, your withholding falls under the General guidelines above with the option for you to track and claim those days worked out as a refund. To complete a refund request you would complete the RITA Form 10A and submit it to your supervisor for approval. This must be tracked by the employee and the supervisor.

Note:

- All refunds are subject to residency tax and it is your responsibility to file and pay that tax.
- Mutual aid does not qualify.
- _____

Any changes to the remote work status must be reported to the Auditor's office immediately as it is the responsibility of the employee to ensure that the proper information is provided in order to have the correct income tax withheld.

COMPENSATORY TIME

Employees may choose to take compensatory time for overtime worked in lieu of compensation if such choice is indicated during the pay period in which the overtime is worked and the request is approved by the Appointing Authority or designee.

- a. Compensatory time shall be credited to employees who are eligible for overtime pay at the rate of one and one-half (1½) hour for each overtime hour worked.
 - b. Employee's compensatory time balance shall be limited to a maximum of 100 hours, therefore, they would have to use some of the compensatory time before they could accumulate more. Once an employee reaches 100 hours, they must take over-time pay until they drop below 100 hours.
 - c. Employees shall have the option of receiving a cash payment for any or all hours accrued but unused compensatory time in that calendar year. Request for payout of comp time must be submitted by the 15th of October. The payment will be made at the employee's current rate of pay and will be paid no later than mid-November of that year.
 - d. Any hours which are not paid out will be carried over to the next calendar year and will be subject to a 100 hour maximum refillable bank for the following year.
2. Any overtime pay earned as a result of this section must be within the limits appropriated by City Council.
 3. In case of death of an employee, any earned overtime hours worked credited to such employee shall be paid to the surviving spouse, or to the estate of the deceased, if there is no surviving spouse.
 4. Upon separation from employment with the City for any reason, the employee (or spouse or estate upon employee's death) shall be entitled to payment for any accrued but unpaid overtime hours, including compensatory time hours accrued but not used. Such payment shall be at the overtime rate applicable to the employee's current rate of pay at the time of separation.

CALL-IN PAY

When an employee is called back to work by his supervisor for hours not abutting their regular work hours, the employee shall receive a minimum of three (3) hours pay at the employee's overtime rate. If the employee is called-in and works more than three (3) hours, the employee shall be paid their overtime rate for all hours worked.

EMERGENCY HOLIDAY CALL IN PAY

Employees that are called in due to an emergency on any of the City recognized holidays will be paid two (2) times their rate of pay plus the holiday pay.

INCLEMENT WEATHER

The City recognizes that on certain days it may not be possible to report to duty due to inclement weather caused by excessive snow, ice or other weather conditions.

When snow, ice, or other weather conditions make travel to and from work difficult, but it is not severe enough to close the City, employees are encouraged to make reasonable efforts to report to work as scheduled. Employees will be compensated in the following manner for these types of weather conditions:

- A. Employees reporting for work as scheduled will be paid at their regular rate of pay for all hours actually worked.
- B. Employees not scheduled to work, but who are called-in, shall be paid consistent with the Call-In Pay Policy for all hours worked.
- C. Employees who are scheduled to work and who make a reasonable attempt to report to work, but are unable to due to weather conditions, shall notify their immediate supervisor as soon as possible. Employees unable to report to work may:
 - a. Request to use accrued vacation or personal leave for the period of absence, subject to the approval of their supervisor, or Department Head;
 - b. Request a personal leave of absence without pay for the period of absence, subject to the approval of their supervisor, or Department Head;
 - c. Employees failing to report during inclement weather without notifying their supervisor, or Department Head, may be subject to discipline for being absent without leave.

In cases when weather conditions are severe enough to cause the Sheriff of the County of the employee's residence to issue a Level III emergency, or for the Mayor to officially close the City and/or non-continuous operating City facilities, the following apply:

- A. Employees who were scheduled to work, but are unable to do so due to the closure, shall suffer no loss of pay;
- B. If the office or facility is closed due to a Level III emergency and the employee is required to leave early, the employee shall suffer no loss of pay for the remainder of their regularly scheduled shift;
- C. If the Level III emergency is lifted during the shift, after the employee has already been notified not to report, the employee will suffer no loss of pay for the entire shift.

Employees working in facilities that operate 24-hours per day on a continuous basis shall make every reasonable effort to report to work, even during Level III emergencies, so long as the employee can report in a safe manner. The following procedures apply to employees employed in continuous operating facilities and to other employees that may be required to report, such as building and grounds personnel:

- A. An employee reporting to work shall be paid their regular hourly rate for all hours worked, plus receive, hour-for-hour, an additional hour of pay or compensatory time for each non-overtime hours worked on their regular shift (double-time);
- B. Employees scheduled to work, but unable to report for their regular shift, shall suffer no loss of pay for their regularly scheduled shift;

The City may offer to transport essential employees during a weather emergency to adequately staff continuous and essential operations facilities. Such employees shall be required to accept the offer of transportation. An employee refusing transportation will be deemed to be absent without leave.

Employees attempting to arrive at work during inclement weather, or a weather emergency, will be given reasonable consideration in the event that they arrive late for work. Employees already on approved leave during the day of inclement weather, or weather emergency, shall remain on leave and not be eligible for any benefits provided by this policy.

EDUCATIONAL ASSISTANCE INCENTIVE PROGRAM

All full-time employees are eligible to participate in the Educational Assistance Incentive Program of the City. Participation is voluntary and available to those who elect job-related self-development activities during non-working hours. All coursework must be taken in accordance with a Planned Program of Professional Improvement approved by the appointing authority in advance.

An employee who has received educational assistance must remain an employee for one (1) year following completion of the courses for which assistance was received. Should an employee

separate from service with the City within the one (1) year period, except in the event of a disability retirement, that employee must repay any assistance received in the one (1) year period.

SICK LEAVE

Accumulation

Each employee shall be entitled for each completed eighty (80) hours of service to sick leave of four and six-tenths (4.6) hours of pay, and unused sick leave may be accumulated without limit. Previous accumulated sick leave of an employee who has separated from public service shall be re-credited if reemployment in public service takes place within ten (10) years of the last termination from public service and the employee provides proof of the prior leave balance. An employee who transfers from one public agency to another shall be credited with their balance of unused sick leave upon the showing of proof of sick leave from the employee's prior agency. Sick leave shall be at the employee's current rate of pay.

Use

Sick leave may be used by employees and upon approval of the City for absences due to the following:

1. Illness, injury, or pregnancy-related medical condition of the employee.
2. Exposure of an employee to a contagious disease which could be communicated to and jeopardize the health of other employees.
3. Examination of the employee, including medical, psychological, dental, or optical examination, by an appropriate licensed medical practitioner.
4. Death of a member of the employee's immediate family. Such usage shall be limited to reasonably necessary time, not to exceed three (3) days. The City may grant additional time off on a case-by-case basis.
5. Illness, injury, or pregnancy-related medical condition of a member of the employee's immediate family where the employee's presence is reasonably necessary for the health and welfare of the employee or affected family member.

6. Medical, dental or optical examinations or treatments of an employee or of a member of an employee's immediate family where the employee's care and attendance is reasonably required.

Elective cosmetic surgeries that are not medically necessary do not constitute an appropriate usage of sick leave. Other appropriate leaves of absence, such as vacation, may be requested for such purposes.

For purposes of sick leave, immediate family is defined as the following individuals that either live in your home or you are the primary person responsible for their care: grandparent; great-grandparents; brother; sister; brother-in-law; sister-in-law; daughter-in-law; son-in-law; father; mother; father-in-law; mother-in-law; spouse; child; step-child; step-parent; grandchild; legal guardian; or other person who stands in place of a parent.

Grandparent-in-law, aunts and uncles shall also be considered immediate family for bereavement leave purposes. Such usage shall be limited to reasonably required time, not to exceed one (1) day. The City may grant additional time off on a case-by-case basis not to exceed three (3) days.

Employee Notification

When an employee is unable to report to work due to illness or other acceptable sick leave reason, he shall notify his supervisor. An employee must continue such notification each succeeding day of absence except in cases of prolonged illness or absence where the employee has been granted a set period of leave. Failure of an employee to make proper notification may result in denial of sick leave and/or appropriate disciplinary action. The City reserves the right to investigate any employee request for sick leave.

Written Statement

The City may require the employee to furnish a satisfactory signed statement to justify the use of sick leave. Proof of illness, such as a doctor's excuse, may be required when the City believes absence to be excessive, chronic, patterned, or abusive. A satisfactory licensed medical practitioner's certificate may be required at any time, but will generally be required in each case when an employee has been absent more than three (3) consecutive days. When a licensed medical practitioner's certificate is required, it must be submitted to the Human Resources Director before an employee will be permitted to return to work from leave. The licensed medical practitioner's certificate must be signed personally by the treating practitioner, and must verify that the employee was unable to work during the period in question, not simply that the employee was "under the doctor's care." For absences where a licensed medical practitioner's certificate is not required, the

employee must submit a written statement to the Human Resources Director explaining the nature of the illness.

Sick Leave Abuse

Application by an employee for sick leave through fraud or dishonesty will result in denial of such leave together with disciplinary action up to and including dismissal. Patterns of sick leave usage immediately prior or subsequent to holidays, vacation, days off and/or weekends or excessive sick leave usage may result in sick leave denial and appropriate disciplinary action. The City reserves the right to investigate allegations of sick leave abuse. The City reserves the right to question employees concerning their sick leave use. Whenever an employee is on sick leave, he/she must be at home during his/her scheduled work hours or obtaining treatment or medication.

Uses of Other Leave

Other accumulated unused leaves may be used for sick leave purposes, at the discretion of the City. An employee who becomes sick while on vacation may apply to use sick leave time instead of vacation days for the illness.

Sick Leave Conversion

An employee with at least ten (10) years of service to the City, upon actual retirement or resignation from the City, with at least two (2) weeks prior notice to the City or upon death, shall be paid for his or her accumulated but unused sick leave as follows:

- a. Employees who have completed at least ten (10) years of service to the City shall be entitled to 25% of their accumulated but unused sick leave, not to exceed 320 hours.
- b. Employees who have completed at least 15 years of service to the City shall be entitled to 30% of their accumulated but unused sick leave, not to exceed 540 hours.
- c. Employees who have completed at least 20 or more years of service to the City shall be entitled to 40% of their accumulated but unused sick leave, not to exceed 760 hours.
- d. Employees who have completed at least 25 years of service to the City shall be entitled to 50% of their accumulated but unused sick leave, not to exceed 880 hours.

Employees hired after January 1, 1998, shall not have sick leave earned with another entity other than the City counted for purposes of sick leave conversion. Moreover, sick leave used by an employee of the City will be charged first against any sick leave earned as an employee of City,

so that an employee may not first use up sick leave brought from another entity in order to save up the sick leave earned with City for cash-in.

In the case of an employee's death, the employee's spouse, or, secondarily, his or her estate, shall receive this payment.

If an employee is killed in the line of duty, the employee's spouse, or, secondarily, his or her estate, will be paid an amount equal to 100% of the deceased employee's accumulated but unused sick leave.

All payments under this section shall be based on the employee's rate of pay at the time of retirement or death, or other separation, and the documented hours of unused sick leave reflected in the records maintained by the City.

Payment under this policy shall be considered to eliminate all sick leave credit accrued by the employee at the time of payment.

Medical Information

The City will maintain employees' medical information in a separate medical file and will treat the information in a confidential manner. Employees who are concerned that their medical information is not being treated in a confidential manner should report such concerns to the Human Resources Director.

FAMILY MEDICAL LEAVE ACT ("FMLA")

Statement of Policy.

Eligible employees may request time off for family and/or medical leave of absence with job protection and no loss of accumulated service provided the employee meets the conditions outlined in this policy and returns to work in accordance with the Family and Medical Leave Act of 1993.

Definitions.

As used in this policy, the following terms and phrases shall be defined as follows:

1. "Family and/or medical leave of absence": An approved absence available to eligible employees for up to twelve (12) weeks of unpaid leave per year under particular circumstances. Such leave may be taken only for the following qualifying events:
 - a. Upon the birth of an employee's child and in order to care for the child.
 - b. Upon the placement of a child with an employee for adoption or foster care.

- c. When an employee is needed to care for a family member who has a serious health condition.
 - d. When an employee is unable to perform the functions of his position because of the employee's own serious health condition.
 - e. Qualifying service member leave.
2. Service Member Leave: The spouse, parent or child of a member of the U.S. military service is entitled to twelve (12) weeks of FMLA leave due to qualifying exigencies of the service member being on "covered active duty" or receiving a "call to covered active duty" In addition, a spouse, child, parent or next of kin (nearest blood relative) of a service member is entitled to up to twenty-six (26) weeks of leave within a "single twelve (12)-month period" to care for a service member with a "serious injury or illness" sustained or aggravated while in the line of duty on active duty. The "single twelve (12)-month period" for leave to care for a covered service member with a serious injury or illness begins on the first day the employee takes leave for this reason and ends twelve (12) months later, regardless of the twelve (12) month period established for other types of FMLA leave.
 3. "Per year": A rolling twelve (12) month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes leave, the employer will compute the amount of leave the employee has taken under this policy, and subtract it from the twelve (12) weeks of available leave. The balance remaining is the amount the employee is entitled to take at the time of the request. For example, if an employee used four (4) weeks of FMLA leave beginning February 4, 2009, four weeks beginning June 1, 2009, and four weeks beginning December 1, 2009, the employee would not be entitled to any additional leave until February 4, 2010.
 4. "Serious health condition": Any illness, injury, impairment, or physical or mental condition that involves:
 - a. Inpatient care.
 - b. Any period of incapacity of more than three consecutive calendar days that also involves:

- i. Two or more treatments by a health care provider, the first of which must occur within seven (7) days of the first day of incapacity and both visits must be completed within thirty (30) days; or
 - ii. Treatment by a health care provider on one occasion that result in a regimen of continuing treatment under the supervision of a health care provider.
- c. Any period of incapacity due to pregnancy or for prenatal care.
- d. A chronic serious health condition which requires at least two “periodic” visits for treatment to a health care provider per year and continues over an extended period. The condition may be periodic rather than continuing.
- e. Any period of incapacity which is permanent or long term and for which treatment may not be effective (i.e. terminal stages of a disease, Alzheimer’s disease, etc.).
- f. Absence for restorative surgery after an accident/injury or for a condition that would likely result in an absence of more than three days absent medical intervention. (i.e. chemotherapy, dialysis for kidney disease, etc.).
- 5. “Licensed health care provider”: A doctor of medicine, a doctor of osteopathy, podiatrists, dentists, optometrists, psychiatrists, clinical psychologists, and others as specified by law.
- 6. “Family member”: Spouse, child, parent or a person who stands “*in loco parentis*” to the employee.
- 7. “Covered Service Member”: Means either:
 - a. A current member of the Armed Forces, including a National Guard or Reserve Member, who is undergoing medical treatment, recuperation, or therapy, is in outpatient status, or is on the temporary disability retired list, for a serious injury or illness; or
 - b. A covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a National Guard or Reserves Member, at any time during the five years preceding the date the eligible employee takes FMLA leave to care for the covered veteran.
 - i. Note: An individual who was a member of the Armed Forces (including National Guard or Reserves) and who was discharged or released under conditions other than dishonorable prior to March 8, 2013, the period of October 28, 2009 and March 8, 2013, shall not count toward the determination of the five-year period for covered veteran status.
- 8. “Outpatient Status”: The status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or to a unit established for the purpose of providing command and control of members of the Armed Forces receiving outpatient medical care.
- 9. “Next Of Kin”: The term “next of kin” used with respect to a service member means the nearest blood relative of that individual.

10. A “serious injury or illness”, for purposes for the 26 week military caregiver leave means either:
- a. In the case of a current member of the Armed Forces, including a member of the National Guard or Reserves, means an injury or illness that was incurred by the covered service member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces, and that may render the member medically unfit to perform the duties of the member's office, grade, rank or rating; and,
 - b. In the case of a covered veteran, means an injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and manifested itself before or after the member became a veteran, and is:
 - i. a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the service member unable to perform the duties of the service member's office, grade, rank, or rating; or
 - ii. a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability Rating (VASRD) of 50 percent or greater, and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - iii. a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - iv. an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.
11. “Covered Active Duty” or “call to covered active duty”:
- a. In the case of a member of a Regular Armed Forces means duty during the deployment of the member with the Armed Forces to a foreign country. (Active duty orders of a member of the Regular components of the Armed Forces generally specify if the member is deployed to a foreign country.”
 - b. In the case of a member of the Reserve components of the Armed Forces means duty during the deployment of the member with the Armed Forces to a foreign country under a Federal call or order to active duty in support of a contingency operation pursuant to specific sections of the U.S. Code, as outlined in 29 CFR § 825.126.

12. “Deployment to a foreign country” means deployment to areas outside of the United States, the District of Columbia, or any Territory or possession of the U.S., including international waters.
13. “Qualifying Exigency”: (For purposes of the twelve (12)-week qualifying exigency leave) includes any of the following:
 - a. Up to seven days of leave to deal with issues arising from a covered military member’s short notice deployment, which is a deployment on seven (7) or fewer days notice.
 - b. Military events and related activities, such as official ceremonies, programs, or events sponsored by the military, or family support or assistance programs and informational briefings sponsored or promoted by the military, military service organizations, or the American Red Cross that are related to the active duty or call to active duty status of a covered military member.
 - c. Qualifying childcare and school activities arising from the active duty or call to active duty status of a covered military member, such as arranging for alternative childcare, providing childcare on a non-routine, urgent, immediate need basis; enrolling or transferring a child to a new school; and attending certain school and daycare meetings if they are necessary due to circumstances arising from the active duty or call to active duty of the covered military member.
 - d. Making or updating financial and legal arrangements to address a covered military member’s absence, such as preparing powers of attorney, transferring bank account signature authority, or preparing a will or living trust.
 - e. Attending counseling provided by someone other than a health care provider for oneself, the covered military member, or a child of the covered military member, the need for which arises from the active duty or call to active duty status of the covered military member.
 - f. Rest and recuperation leave of up to fifteen (15) days to spend time with a military member who is on short-term, temporary, rest and recuperation leave during the period of deployment. This leave may be used for a period of 15 calendar days from the date the military member commences each instance of Rest and Recuperation leave.
 - g. Attending certain post-deployment activities within ninety (90) days of the termination of the covered military member’s duty, such as arrival ceremonies, reintegration briefings, and any other official ceremony or program sponsored by the military, as well as addressing issues arising from the death of a covered military member.
 - h. Qualifying parental care for military member’s biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the military member when the member was under 18 years of age, when the parent requires active assistance or supervision to provide daily self-care in three or more of the activities of daily living, as described in 29 C.F.R. § 825.126, and the need arises

out of the military member's covered active duty or call to covered active duty status.

- i. Any qualifying exigency which arose out of the covered military member's covered active duty or call to covered active duty status.

A. Leave Entitlement.

To be eligible for leave under this policy, an employee must meet all of the following conditions:

1. Worked for the agency for at least twelve (12) non-consecutive months, or fifty-two (52) weeks.
2. Actually worked at least one thousand two hundred fifty (1,250) hours during the twelve (12) month period immediately prior to the date when the FMLA leave is scheduled to begin.
3. Work at a location where the Employer employs fifty (50) or more employees within a seventy-five (75) mile radius.
 - a. The entitlement to FMLA leave for the birth or placement for adoption or foster care expires at the end of the twelve (12) month period following such birth or placement.
 - b. Spouses who are both employed by the agency are jointly entitled to a combined leave total of twelve (12) weeks (rather than twelve (12) weeks each) for the birth of a child, upon the placement of a child with the employees for adoption or foster care, and for the care of certain family members with serious health conditions.

Use of Leave

The provisions of this policy shall apply to all family and medical leaves of absence as follows:

1. Generally: An employee is only entitled to take off a total of twelve (12) weeks of leave per year under the FMLA. As such, employees will be required to utilize their accumulated unused paid leave (sick, vacation, etc.) in conjunction with their accumulated unused unpaid Family Medical Leave. Employees will be required to use the type of accumulated paid leave that best fits the reason for taking leave and must comply with all procedures for requesting that type of leave as stated in the relevant policy. Any time off that may legally be counted against an employee's twelve (12) week FMLA entitlement will be counted against such time.
2. Birth of An Employee's Child: An employee who takes leave for the birth of his or her child must first use all available accrued paid vacation leave prior to using unpaid leave for the remainder of the twelve (12) week period. However, if the employee requests leave for the employee's own serious health condition as a result of the pregnancy or post-partum recovery period, the employee will be required to exhaust all of her sick leave prior to using unpaid leave for the remainder of the

twelve (12) week period. *(Note: See section E below for information on disability leaves.)*

3. Placement of a Child for Adoption or Foster Care: An employee who takes leave for the placement of a child for adoption or foster care must first use all available accrued paid vacation leave prior to using unpaid leave for the remainder of the twelve (12) week period.
4. Employee's Serious Health Condition or Family Member's Serious Health Condition: An employee who takes leave because of his serious health condition or the serious health condition of his family member must use all available accrued paid sick and vacation leave prior to using unpaid leave for the remainder of the twelve (12) week period.

FMLA and Disability/Workers' Compensation

An employee who is eligible for FMLA leave because of his own serious health condition may also be eligible for workers' compensation if the condition is the result of workplace accident or injury. Regardless of whether the employee is using worker's compensation benefits, the Employer may designate the absence as FMLA leave, and count it against the employee's twelve (12) week FMLA entitlement if the injury or illness constitutes a serious health condition under the FMLA. In addition, as these may be compensated absences, if the employee participates in the worker's compensation program, the employee is not eligible to use paid leave of any type (except as supplemental benefits, if applicable and requested by the employee), nor can the employer require him to do so, while the employee is receiving compensation from such a program.

Procedures For Requesting FMLA Leave

Requests for FMLA leave must be submitted in writing at least thirty (30) days prior to taking leave or as soon as practicable prior to the commencement of the leave. If the employee fails to provide thirty (30) days notice for foreseeable leave with no reasonable excuse for the delay, the leave may be denied until at least thirty (30) days from the date the employer receives notice. The employee must follow the regular reporting procedures for each absence.

FMLA requests must be submitted on a standard leave form prescribed by the Employer. The Employer will determine whether the leave qualifies as FMLA leave, designate any leave that counts against the employee's twelve (12) week entitlement, and notify the employee that the leave has been so designated.

When an employee needs foreseeable FMLA leave, the employee shall make a reasonable effort to schedule the treatment so as not to unreasonably interfere with the Employer's operations.

Certification of Need for FMLA Leave for Serious Health Condition

An employee requesting FMLA leave due to his family member's serious health condition must provide a doctor's certification of the serious health condition, which must designate that the

employee's presence is reasonably necessary. Such certification shall be submitted at the time FMLA leave is requested, or if the need for leave is not foreseeable, as soon as practicable. An employee requesting FMLA leave due to the birth or placement of a child must submit appropriate documentation at the time FMLA leave is requested.

The Employer, at its discretion, may require the employee to sign a release of information so that a representative other than the employee's immediate supervisor can contact the medical provider. If the medical certification is incomplete or insufficient, the employee will be notified of the deficiency and will have seven (7) calendar days to cure the deficiency.

The Employer may require a second medical opinion prior to granting FMLA leave. Such opinion shall be rendered by a health care provider designated or approved by the Employer. If a second medical opinion is requested, the cost of obtaining such opinion shall be paid for by the Employer. If the first and second opinions differ, the Employer, at its own expense, may require the binding opinion of a third health care provider approved jointly by the Employer and the employee. Failure or refusal of the employee to submit to or cooperate in obtaining either the second or third opinions, if requested, shall result in the denial of the FMLA leave request.

Employees who request and are granted FMLA leave due to serious health conditions may be required to provide the Employer periodic written reports assessing the continued qualification for FMLA leave. Further, the Employer may request additional reports if the circumstances described in the previous certification have changed significantly (duration or frequency of absences, the severity of the condition, complications, etc.), or if the employer receives information that casts doubt on the employee's stated reason for the absence. The employee must provide the requested additional reports to the Employer within fifteen (15) days.

Certification for leave taken because of a qualifying exigency

The Employer may request that an employee provide a copy of the military member's active duty orders to support the request for qualifying exigency leave. Such certification for qualifying exigency leave must be supported by a certification containing the following information: statement or description of appropriate facts regarding the qualifying exigency for which leave is needed; approximate date on which the qualifying exigency commenced or will commence; beginning and end dates for leave to be taken for a single continuous period of time; an estimate of the frequency and duration of the qualifying exigency if leave is needed on a reduced scheduled basis or intermittently; appropriate contact information for the third party if the qualifying exigency requires meeting with a third party and a description of the meeting; and, if the qualifying exigency involves Rest and Recuperation leave, a copy of the military member's Rest and Recuperation orders, or other documentation issued by the military which indicates the military

member has been granted Rest and Recuperation leave, and the dates of the military member's Rest and Recuperation leave.

Intermittent/Reduced Schedule Leave

When medically necessary, an employee may take FMLA leave on an intermittent or reduced work schedule basis for a serious health condition. An employee may not take leave on an intermittent or reduced schedule basis for either the birth of the employee's child or upon the placement of a child for adoption or foster care with the employee unless specifically authorized in writing by the Appointing Authority. Requests for intermittent or reduced schedule FMLA leave must be submitted in writing at least thirty (30) days prior to taking leave, or, as soon as practicable.

To be entitled to intermittent leave, the employee must, at the time such leave is requested, submit additional certification as prescribed by the Employer establishing the medical necessity for such leave. This shall be in addition to the documentation certifying the condition as FMLA qualifying. The additional certification shall include the dates and the duration of treatment, if any, the expected duration of the intermittent or reduced schedule leave, and a statement from the health care provider describing the facts supporting the medical necessity for taking FMLA leave on an intermittent or reduced schedule basis. In addition, an employee requesting foreseeable intermittent or reduced schedule FMLA leave may be required to meet with the Appointing Authority or designee to discuss the intermittent or reduced schedule leave.

An employee who requests and is granted FMLA leave on an intermittent or reduced schedule basis may be temporarily transferred to an available alternative position with equivalent class, pay, and benefits if the alternative position would better accommodate the intermittent or reduced schedule. An employee who requests intermittent or reduced schedule leave due to foreseeable medical treatment shall make a reasonable effort to schedule the treatment so as not to unduly disrupt the Employer's operations.

Employee Benefits

Except as provided below, while an employee is on FMLA leave, the Employer will continue to pay its portion of premiums for any life, medical, and dental insurance benefits under the same terms and conditions as if the employee had continued to work throughout the leave. The employee continues to be responsible for the payment of any contribution amounts he would have been required to pay had he not taken the leave, regardless of whether the employee is using paid or unpaid FMLA leave. Employee contributions are subject to any change in rates that occurs while the employee is on leave.

The Employer will not continue to pay the Employer portion of premiums for any life, medical, and dental insurance benefits if, while the employee is on FMLA leave, the employee fails to pay the employee's portion of such premiums or if the employee's payment for his portion of the

premium is late by more than thirty (30) days. If the employee chooses not to continue health care coverage during FMLA leave, the employee will be entitled to reinstatement into the benefit plan upon return to work.

If the employee chooses not to return to work for reasons other than a continued serious health condition or circumstances beyond the employee's control, the Employer may seek reimbursement from the employee for any amounts paid by the Employer for insurance benefits the employee received through the Employer during any period of unpaid FMLA leave. Leave balances accrued by an employee prior to taking FMLA leave and not used by the employee as outlined in the section entitled "Use of Leave" will be retained by the employee.

FMLA leave, whether paid or unpaid, will not constitute a break in service. Upon the completion of unpaid FMLA leave and return to service, the employee will return to the same level of service credit as the employee held immediately prior to the commencement of FMLA leave. In addition, FMLA leave will be treated as continuous service for the purpose of calculating benefits, which are based on length of service. However, specific leaves times (i.e. sick, vacation, and personal leave and holidays) will not accrue during any period of unpaid FMLA leave.

Reinstatement

An employee on FMLA leave must give the Employer at least two-business days notice of his intent to return to work, regardless of the employee's anticipated date of return. Employees who take leave under this policy will be reinstated to the same or a similar position upon return from leave except that if the position that the employee occupied prior to taking FMLA leave is not available, the employee will be placed in a position which entails substantially equivalent levels of skill, effort, responsibility, and authority and which carries equivalent status, pay, benefits, and other terms and conditions of employment as the position the employee occupied prior to taking FMLA leave. The determination as to whether a position is an "equivalent position" will be made by the Employer.

An employee will not be laid off as a result of exercising her right to FMLA leave. However, the Employer will not reinstate an employee who has taken FMLA leave if, as a result of a layoff within the agency, the employee would not otherwise be employed at the time reinstatement is requested. An employee on FMLA leave has no greater or lesser right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during her FMLA leave.

Prior to reinstatement, employees who take FMLA leave based on their own serious health condition shall provide certification from the employee's health care provider that the employee is able to perform the essential functions of his position, with or without reasonable accommodation.

Records

All records relative to FMLA leave will be maintained by the Employer as required by law. Any medical records accompanying FMLA leave requests will be kept separate from an employee's regular personnel file. To the extent permitted by law, medical records related to FMLA leave shall be kept confidential. Records and documents created for purposes of FMLA containing family medical history or genetic information as defined by the Genetic Information Nondiscrimination Act of 2008 (GINA) shall be maintained in accordance with the confidentiality requirements of Title II of GINA, which permit such information to be disclosed consistent with the requirements of FMLA.

INJURY LEAVE

Injury leave shall be paid, if authorized by the Appointing Authority, or designee, to any full-time employee, who suffers an incapacitating injury while on-the-job in service to the City.

Such injury may include exposure of the employee to a contagious disease which could be communicated to and jeopardize the health of other employees, if such exposure and jeopardy is certified by a physician.

Injury leave shall be paid at the employee's current rate of pay, and be limited to a total of not more than 1040 hours per occurrence. Injury leave compensation paid to an employee from other sources will be deducted from injury leave compensation paid by the City to the employee. Compensation from other sources includes, but is not limited to Workers' Compensation.

To qualify for injury leave, it must be established conclusively, that the injury was sustained in the line of duty, and did not result from misconduct on the part of the employee or self-infliction nor was proximately caused by the use of alcohol, a non-prescribed controlled substance, or a prescribed controlled substance that had not been approved by the City. It shall be the obligation of the employee to report said injury immediately to his/her supervisor and to receive necessary medical treatment.

The Employee shall present to the Appointing Authority, or designee, a certificate from the attending medical practitioner stating the nature of the injury and the prognosis and return to work status at the earliest time permitted by his/her attending physician.

After the employee has been given permission to return to work, any subsequent absence shall be considered sick leave consistent with this manual, unless it is established conclusively that the injury qualifies for injury leave.

The Appointing Authority, or designee, may obtain an additional opinion from a licensed physician in order to substantiate the nature of the injury, and/or to establish conclusively that the injury qualifies for injury leave. Should this additional opinion be necessary, it shall be paid for by the City.

Upon expiration of injury leave, an employee may use sick leave.

LEAVE DONATION

Full-Time Permanent, and Part-time Permanent non-union employees of the City may donate paid leave to a fellow Full-Time Permanent, or Part-time Permanent non-union City employee in order to assist the co-worker in critical need of leave due to the employee's serious illness or injury.

A serious illness or injury for the purposes of this policy is defined as a serious illness or injury that is expected to incapacitate the City employee for an extended period of time, exhaust the employee's leave balances, and that qualifies as a disability under the City's Disability Program or Workers' Compensation. Leave donation also requires that the employee will be taking an extended time off from work which will create a financial hardship for the employee because they have exhausted all leave balance.

To donate leave

Qualifying employees may donate leave if the donating employee:

- a. voluntarily elects to donate leave and does so with the understanding that donated leave will not be returned (leave donated but unused will be returned on a prorated basis to all employees who donated leave);
- b. donates a minimum of eight (8) hours;
- c. retains a combined leave balance of at least 120 hours for full-time permanent and 60 hours for part-time permanent employees (leave shall be donated in the same manner in which it would otherwise be used, except that compensatory time is not eligible for donation under Fair Labor Standards Act restrictions); and
- d. does not donate more than 200 hours in one (1) year.

Qualifying employees who wish to donate leave must agree to the above conditions and complete the Donor Application Form. The Donor Application Form can be obtained in the Human Resources Department and must be returned there.

The donation of leave shall occur on a strictly volunteer basis. The City shall respect an employee's right to privacy, however, with the permission of the employee who is in need of leave, the Human Resources Director may inform co-workers of the employee's critical need for leave.

To Receive Donated Leave

An employee may receive donated leave, up to the number of hours the employee is scheduled to work each pay period, if the employee who is to receive donated leave:

- a. has a serious illness or injury as previously defined, and provides written documentation from his or her physician certifying the serious illness or injury;
- b. has no accrued leave; and
- c. has applied for any paid leave, workers' compensation, or disability benefits program for which the employee is eligible (an employee who has applied for these programs may use donated leave to satisfy the waiting period for such benefits).
- d. After the waiting period, qualified employees may donate leave to supplement up to 40% of the employee's normal pay, if the employee is on disability. There would be no waiting period for qualified part-time permanent employees who do not receive disability. The employee may NOT receive more than he or she would have earned in a normal pay period from disability and leave donation or based on the normal hours scheduled to work less applicable deductions.
- e. The Request for Leave Donation Form can be obtained in the Human Resources Department and must be returned there.
- f. The employee may only receive donated leave for a maximum of one year.

The leave donation program shall be administered on a pay-period-by-pay-period basis. Employees using donated leave shall be considered on active pay status, and shall accrue leave and be entitled to any benefits to which they would otherwise be entitled.

Leave accrued by an employee while using donated leave shall be used, if necessary, in the following pay period before additional donated leave may be received.

Donated leave shall not count toward the probationary period of an employee if received during his or her probationary period.

Donated leave shall be considered sick leave, but shall NEVER be converted into a cash benefit.

Eligibility to receive donated leave under this policy shall cease upon:

- a. certification from the employee's physician that he or she is capable of engaging in sustained regular employment; or
- b. an employee's application for retirement is approved;
- c. death of the employee, whichever should first occur; or
- d. exhaustion of available leave in the leave bank.

CIVIC DUTY LEAVE

Jury Duty

Employees will be excused from regularly scheduled work for jury duty. If an employee's jury duty is concluded prior to the completion of the employee's regularly scheduled workday, he must return to work for the remainder of the workday. The City will compensate an employee who is called to, and reports for, panel and/or jury duty, at the employee's straight-time hourly rate for the hours he was scheduled on that day. The employee must give the City prior notice of jury duty.

Work-Related Proceedings

Employees who are required by the City to appear in court or other proceeding on behalf of the City, will be paid at their appropriate rate of pay for hours actually worked. Employees must obtain prior approval from their supervisor before appearing in court or administrative proceedings on behalf of the City. Employees who receive a subpoena for work-related matters and have a concern regarding that subpoena should seek assistance from their supervisor, who may then contact the Prosecuting Attorney's Office.

Personal Matters

Employees who are required to appear in court on personal matters, or on matters unrelated to their employment with the City, must seek an approved vacation leave or unpaid leave of absence.

VACATION LEAVE

Vacation Leave Accrual

Effective July 1, 2018 Full-time City employees shall be entitled to use vacation after completion of six months of public employment with the City. Vacation time is credited each bi-weekly pay period at rates as established below. An employee who is not in active pay status for part of a bi-weekly pay period shall earn a pro-rated amount of vacation leave for that period.

Each full-time employee will accrue vacation leave with full pay in accordance with the following schedule:

<u>Length of Service</u>	<u>Hours Earned Each Biweekly Pay</u>
0 – 5 years	3.08 hours
5 – 11 years	4.62 hours
11 – 15 years	6.16 hours
15 plus years	7.70 hours

Effective January 1, 2022 any permanent part-time employee working 20 or more per week will begin earning vacation accruals based upon their total years of public service. For permanent half-time the accruals will be as follows:

<u>Length of Service</u>	<u>Hours Earned Each Biweekly Pay</u>
0-5 years	1.54 hours
5-11 years	2.31 hours
11-15 years	3.08 hours
15 plus years	3.85 hours

For permanent three-quarter employee accruals will be as follows:

<u>Completed Years of Service</u>	<u>Hours Earned Biweekly Pay</u>
0-5 years	2.31
5-11 years	3.47

12-15 years	4.62
15 plus	5.78

Vacation leave will accrue during periods of authorized paid leaves of absence but will not accrue while an employee is on unpaid leave status.

In accordance with O.R.C. § 9.44, employees may be entitled to prior service credit for time spent with the State of Ohio or any political subdivision of the State. It is the employee's responsibility to provide necessary documentation of prior service.

Vacation Leave Use

Vacation may only be used with the prior approval of the Appointing Authority, or designee.

An employee may only accumulate vacation leave up to a maximum of two hundred and forty (240) hours. When this balance of 240 hours is reached, the employee shall accrue no further vacation.

The City may revoke vacation leave that has been approved if required by operational reasons.

In the case of the death of an employee, the unused vacation leave credited to the employee shall be paid to the surviving spouse, or secondarily, the employee's estate.

FUNERAL LEAVE

Each full-time employee shall be granted a paid leave not to exceed three (3) working days upon a death in the employee's immediate family. Immediate family is for the purpose of Funeral Leave is defined as: grandparent; great-grandparents; brother; sister; brother-in-law; sister-in-law; daughter-in-law; son-in-law; father; mother; father-in-law; mother-in-law; spouse; child; step-child; step-parent; grandchild; grandparent-in-law, aunts and uncles; legal guardian; or other person who stands in place of a parent.

It is recognized that situations may develop where a death other than in the employee's immediate family warrants the City granting paid leave. The Appointing Authority may grant such paid leave based upon the circumstances peculiar to each case.

Funeral leave may be used to attend the funeral, make funeral arrangements, or attend to other matters directly related to the funeral.

Permanent Part-Time Employees

Employee would be paid the hours the employee was scheduled to work during the leave; if the employee was not scheduled to work during the leave, then payment would not be paid. Such time shall not exceed three (3) days.

MILITARY LEAVE

Military leave is governed by O.R.C. Chapters 5903, 5906 and 5923 and the Uniformed Services Employment and Reemployment Rights Act (USERRA).

Paid Military Leave

Non – bargaining unit must refer to current contract language. All non-bargaining unit City employees who are members of the Ohio organized militia or members of other reserve components of the armed forces, including the Ohio National Guard, are entitled to military leave. Employees requesting military leave must submit a written request to the City as soon as they become aware of such orders. Employees must provide the published order or a written statement from the appropriate military authority with the request for leave.

Pursuant to O.R.C. § 5923.05, employees are authorized up to twenty-two (22) eight (8)-hour working days or one hundred seventy-six (176) hours within a year. During this period, employees are entitled to receive their regular pay in addition to compensation from military pay. Any employee required to be serving military duty in excess of twenty-two (22) days or 176 hours in a year due to an executive order issued by the President of the United States or an act of Congress or by the Governor in accordance with law shall be entitled to a leave of absence. During this leave of absence, employees are entitled to be paid a monthly amount equal to the lesser of (1) the difference between the employee's gross monthly wage and his/her gross monthly uniformed pay and allowances received for the month, or (2) five hundred dollars (\$500). No employee is entitled to receive this benefit if the amount of gross military pay and benefits exceed the employee's gross wages from the City for that period.

Employees who are on military leave in excess of twenty-two (22) days or one hundred seventy-six (176) hours in a year, may use their accrued vacation leave, personal leave or compensatory time while on military leave. Employees who elect this option shall accrue vacation leave and sick leave while on such paid leave.

For military leave up to twenty-two (22) days or one hundred seventy-six (176) hours in a calendar year, employees shall continue to be entitled to health insurance benefits as if they are working. These benefits shall continue beyond this period if the employee is on military leave and elects to utilize paid leave. Employees who exceed the twenty-two (22) days or one hundred seventy-six (176) hours and do not elect to utilize paid leave are not entitled to the health insurance benefits on the same basis as if they are working. In these circumstances, employees will be provided notice of their rights to continue this coverage at their cost in accordance with applicable law.

Also see Family and Medical Leave Act Policy

UNPAID LEAVE

Employees may request an unpaid leave of absence for professional, educational, or other personal reasons. The Appointing Authority, or designee, has sole discretion to grant or deny the leave. A personal leave of absence may be granted for one day to six months for any reason the Appointing Authority, or designee, deems appropriate. Upon completion of approved unpaid leave, the employee will be returned to his former position or to a similar position within the same classification.

While on leave without pay status, an employee shall not accumulate paid leave or holiday pay. An employee on a non-FMLA unpaid leave of absence will be given COBRA notification regarding his health insurance benefits.

The Appointing Authority, or designee, may revoke an unpaid leave of absence for business reasons upon one week's written notice to the employee that he must return to work. An employee on an unpaid leave of absence who is determined to be using the leave for purposes other than for which the leave was granted may be ordered to return to work immediately.

HOLIDAYS

The following days shall be considered legal holidays for which full-time, non-union employees shall receive their regular compensation:

- a. New Year's Day (January 1)
- b. Martin Luther King, Jr. Day (third Monday in January)
- c. Presidents Day (third Monday in February)
- d. Memorial Day (last Monday in May)
- e. Juneteenth (June 19)

- f. Independence Day (July 4)
- g. Labor Day (first Monday in September)
- h. Veterans Day (November 11)
- i. Thanksgiving Day (fourth Thursday in November)
- j. Day after Thanksgiving
- k. Day before Christmas Day
- l. Christmas Day (December 25)
- m. Day before New Year's Day
- n. Personal day
- n. Any day or part of any day as proclaimed by the Mayor

Employees may use personal days only with prior approval of the Appointing Authority or appropriate designee. All bargaining unit employees should refer to their applicable collective bargaining agreement for holiday scheduling.

If any day designated in this section as a legal holiday falls on Saturday or Sunday, then either the Friday preceding or the Monday succeeding either day will be designated by the Mayor as a legal holiday.

If an employee is on unpaid leave, the employee is not entitled to holiday pay.

All full-time employees are entitled to eight (8) hours' of pay at their current rate of pay, or ten (10) hours of pay if assigned to a ten (10) hour shift.

Employees shall not be required to work on holidays unless failure to work would impair City service.

Any employee required to work on a holiday listed in this section shall be paid at the applicable overtime hourly rate for all hours worked on the holiday, in addition to either eight (8) hours' holiday pay at the straight-time rate if the employee is regularly assigned to an eight (8) hour shift, or ten (10) hours holiday pay at the straight time rate if the employee is regularly assigned to a ten (10) hour shift.

Employees called in on a holiday because of an emergency, will be compensated at the rate describe under Emergency Holiday Call-in Pay

If a holiday falls on an employee's scheduled day off, the employee shall be entitled to an additional eight (8) hours' pay at the straight-time rate if the employee is regularly assigned to an

eight (8) hour shift, or ten (10) hours' holiday pay at the straight-time rate if the employee is regularly assigned to a ten (10) hour shift.

If a holiday occurs when an employee is on paid leave, the employee will be entitled to eight (8) hours holiday pay at the straight-time rate if the employee is regularly assigned to an eight (8) hour shift, or ten (10) hours' holiday pay at the straight-time rate if the employee is regularly assigned to a ten (10) hour shift. No charge will be made against the leave accumulation

WORKERS' COMPENSATION

State law provides that all employees are covered by Workers' Compensation for injuries that arise out of or in the course of employment.

Should an employee be injured during the course of employment with the City, he or she shall report to his or her supervisor within 24 hours or as soon as possible thereafter, and his or her supervisor shall notify his or department/division head and shall complete an Injury Report Form. This report shall be completed, regardless of the apparent seriousness of the injury, and regardless whether medical attention is required. Such report shall be forwarded to the department/division head (or designee) no later than 48 hours after the accident. An employee injured in a work-related accident may be required by the department/division head to see a physician. This completed report should be forwarded to the Ohio Bureau of Workers' Compensation through the Director of Human Resources.

Should the department/division head require it, or should an employee's injury require medical attention, the supervisor shall provide the injured employee with a Workers' Compensation claim form, which shall be completed by the attending physician.

In the event of serious injury, the injured employee's supervisor shall notify the department/division head and Appointing Authority immediately so that, if necessary, an investigation may be initiated.

The department/division head must be advised and continually updated if an employee continues to be absent due to a work-related injury. Employees are responsible for providing their expected date of return to work (if known).

Any documents received from the injured employee, his or her physician, hospital, or the state, regarding a Workers' Compensation claim must be immediately forwarded to the Human Resources Department.

Employees who are injured in the line of duty and must leave work before completing their workday period shall be paid at their regular compensation rate for the balance of time left in their scheduled workday.

An injured employee may elect to use accrued injury leave, sick leave, and vacation leave prior to receiving payments from Workers' Compensation. Employees are prohibited, however, from receiving payment for sick leave while simultaneously receiving payment from Workers' Compensation.

Further information on Workers' Compensation can be obtained through the Human Resources Department.

TRANSITIONAL WORK PROGRAM

It is the policy of the City to have a program that will allow employees who have temporary work limitations due to an accident, injury, or illness to return to work while they complete their recovery. The program will provide a suitable, temporary work assignment during the period of time that the employee completes the recovery process.

Full-time, non-union employees who are expected to have a temporary period of job performance limitation (defined as a limitation that is anticipated to last no more than 90 days) will be considered for participation in the program. Employees must also meet all of the following criteria:

- a. have an injury, accident, or illness, or a reoccurrence or exacerbation of a preexisting condition, occurring on or after the effective date of this policy;
- b. have been released for participation in the program by their doctor; and
- c. have the potential of returning to their original job and performing the essential job functions through recovery or job modification.

All full-time employees will have a maximum duration of 90 days. Continuation of individual programs will require ongoing documentation of medical necessity. All participants will have their cases reviewed by the Human Resources Director on an as-needed basis.

The employee will be:

- a. paid at his or her regular hourly rate of pay while participating in a transitional work program; and
- b. considered to be in active pay status for the purpose of legislative pay increases.

Employees who are required to attend occupational or physical therapy or doctor appointments should schedule those appointments on non-working hours or take sick leave.

Gradual Return to Work

Employees who are capable of working 20 hours per week or more will be granted participation in a gradual return to work program. The City will pay the regular rate of pay for hours worked by the employee. The remaining time will be paid through either Workers' Compensation, disability claim, or available leave balances.

Temporary Work Assignment

Work assignments may include the following:

- a. original work assignment and shift with duty modification;
- b. same work activity at different location and/or shift;
- c. different work activity, same shift; and
- d. different work activity and shift.

All participants in the transitional work program will comply with all personnel policies, procedures, and safe work practices. Employees are required to follow all injury report policies and procedures.

The TWP may be terminated due to a lack of medical necessity, lack of progress, or change in the employee's medical/psychological condition.

CREDIT CARD FLEET POLICY

Generally: Credit/fleet cards are not intended to avoid or bypass the competitive bid requirements, appropriation of funds, approval process, or payment process. The City Auditor will assign a Compliance Officer from his/her staff. Expenditures may not exceed appropriations under any circumstances. Credit cards can be used for in-store purchases as well as mail, email, internet, telephone and fax orders. Fleet cards are to be used for gas purchases only. Credit/fleet cards are not an ATM card or a debit card. It cannot be used for cash withdrawals nor personal or non-work related purchases. If there are points for purchase related to the card, the points are the property of the City and should not be used for any personal redemption.

- a. Credit/Fleet card issued to Department heads and other employees with prior approval from the City Auditor.
- b. This policy is for any credit and or fleet card issued to conduct business on behalf of the City.

- c. All credit cards issued for City business must have “City of Reynoldsburg” on the card.

Cardholder Responsibilities

- a. Is an individual who has been approved to pay for certain work-related expenses with a credit card. The cardholder is responsible for the security and physical custody of the card and is accountable for all transactions made with the card. If a card is lost or stolen, it must be reported to the Auditor’s office and Department head immediately.
- b. Every purchase must have a detailed itemized receipt.
- c. All receipts and documentation must be submitted with the purchase order for payment of the credit/fleet card statement.
- d. Employees knowingly misusing a City credit card will be liable both civilly and criminally for any unauthorized use of the City credit cards and/or failure to follow established policy.
- e. Unauthorized use or personal use must be reimbursed to the city within 24 hours of the charge. Continued misuse of card will result in loss of credit card privileges and disciplinary action.
- f. Upon separation from the City, credit/fleet cards in the possession of an employee must be returned to the Auditor’s Department prior to receiving final paycheck.
- g. Each employee issued a credit/fleet card will be required to sign an acknowledgment of the policy at the time of receipt of the card.

TRAVEL POLICY AND REIMBURSEMENT

Effect August 1, 2018 Employees of the City are to receive reimbursement for expenses incurred if required to travel on official City business. Employees are eligible for expense reimbursement only when travel has been authorized in writing by the Employer. Expenses shall be reimbursed in the following manner:

A. Mileage, Parking and Tolls

- 1. Employees shall attempt to secure a City vehicle to attend authorized training or to conduct City business. If a City vehicle is not available, employees shall be reimbursed for actual miles, while on official City business, at the standard rate of allowance

permitted by the Internal Revenue Service when using a personal vehicle. Such payment is considered to be total reimbursement for all vehicle-related expenses (e.g., gas, oil, depreciation, etc.). Mileage reimbursement is payable to only the individual whose personal vehicle is used when two or more employees travel on the same trip, in the same vehicle.

2. Charges incurred for parking at the destination, and any highway tolls are reimbursable at the actual amount. Receipts for parking costs and highway tolls are required.
3. No expense reimbursements are paid for travel between home and office, unless travel between home and the official destination is less than between the office and official destination. In that case, expense reimbursements are paid between the home and the official destination.

B. Overnight Travel

When able, employees shall attempt to put travel expenses (lodging, transportation, meals, etc.) on a City credit card. In instances where this is not possible, the following policy shall apply:

1. Meals

- a. An employee shall be entitled to receive reimbursement for meals when traveling overnight on City business. The amount will be paid for meals that are not already included in the registration and/or lodging accommodations regardless if the employee chooses to attend the meal. Agendas and Hotel Registration must accompany the request for travel.
- b. Employees will be reimbursed for expenses using per diem amounts in accordance with the Federal Continental United States (CONUS) which identify per diem rates by geographic location. If the employee's destination is not specifically listed, the standard CONUS rate applies. Under no circumstances will reimbursement be given for alcohol purchases. No receipts are required when receiving reimbursement under the per diem method.

2. Lodging

- a. Expenses covering the actual cost of overnight lodging will be reimbursed in full when an employee travels out of the three (3) counties that Reynoldsburg

is located in, on official City business and such travel requires an overnight stay (75 miles or greater from City offices). Employees shall ensure a government rate is secured when available and state sales tax is not included.

- b. Lodging expenses will be reimbursed only with the prior written authorization of the Employer. In obtaining prior authorization, employees shall provide the name of the hotel and expected cost.

3. Transportation

- a. Employees traveling within a drivable distance on official City business shall be reimbursed at IRS rate for mileage reimbursement.
- b. When travel by air or other carrier is necessary, employees shall secure the best available rate. Employees shall not use personal reward programs, frequent flyer memberships, hotel points/rewards, etc. to earn rewards when traveling on official City business.
- c. In instances where a rental car is necessary, reimbursement will be granted for a car type that is reasonable for the location, number of travelers, etc. Reimbursement will not be granted for luxury vehicles or rentals deemed unnecessary at the discretion of the Employer. Any tickets, parking or moving violations will not be paid by the City.

4. Incidental Expenses

- a. Employees will be reimbursed for reasonable incidental expenses defined as fees and tips (not to exceed 20%) given to porters, baggage carriers, hotel staff and staff on ships.

C. Daily Travel

For travel that does not require an overnight stay, reasonable expenses incurred for parking (with receipt) and IRS mileage rate on official City business will be reimbursed with the approval of the Employer.

COMPUTER USE POLICY

Email

Policy Overview

Electronic mail ("Email") is pervasively used in almost all industry verticals and is often the primary communication and awareness method within an organization. At the same time, misuse of Email can post many legal, privacy and security risks, thus it is important for users to understand the appropriate use of electronic communications.

The purpose of this Email policy is to ensure the proper use of the City of Reynoldsburg Email system and make users aware of what City of Reynoldsburg deems as acceptable and unacceptable use of its Email system. This policy outlines the minimum requirements for use of Email within the City of Reynoldsburg Network. Limited exceptions to the policy may occur. Any exception must be approved by management and these exceptions must be clearly documented.

This policy covers appropriate use of any Email sent from a City of Reynoldsburg Email address or a City of Reynoldsburg owned device and applies to all employees, vendors, and agents operating on behalf of the City of Reynoldsburg.

Acceptable Use

All use of Email must be consistent with the City of Reynoldsburg policies and procedures of ethical conduct, safety, compliance with applicable laws and proper business practices.

The City of Reynoldsburg Email account should be used primarily for City of Reynoldsburg business related purposes; personal communication is permitted on a limited basis, but non-City of Reynoldsburg related commercial use is prohibited.

Email should be retained only if it qualifies as a City of Reynoldsburg business record. Email is a City of Reynoldsburg business record if there exists a legitimate and ongoing business reason to preserve the information contained in the Email.

Email that is identified as a City of Reynoldsburg business record shall be retained according to City of Reynoldsburg Record Retention Schedule.

The City of Reynoldsburg Email system shall not be used for the creation or distribution of any disruptive or offensive messages, including offensive comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin. Employees who receive any Emails with this content from any City of Reynoldsburg employee should report the matter to their supervisor immediately.

Users are prohibited from automatically forwarding City of Reynoldsburg Email to a third-party Email system. Individual messages which are forwarded by the user must not contain City of Reynoldsburg confidential or above information.

Users are prohibited from using third-party Email systems and storage servers such as Google, Yahoo, MSN Hotmail, etc. to conduct City of Reynoldsburg business, to create or memorialize any binding transactions, or to store or retain Email on behalf of City of Reynoldsburg. Such communications and transactions should be conducted through proper channels using the City of Reynoldsburg-approved documentation.

Expectation of Privacy

City of Reynoldsburg employees shall have no expectation of privacy in anything they store, send or receive on the Email system.

The City of Reynoldsburg may monitor messages without prior notice. The City of Reynoldsburg is not obliged to monitor Email messages.

Compliance

The Information Technology team will verify compliance to this policy through various methods, including but not limited to, periodic walk-thru, video monitoring, business tool reports, internal and external audits, and feedback to the policy owner.

Any exception to the policy must be approved by the Information Technology team in advance.

An employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

Mobile Device Policy

Policy Overview

The City of Reynoldsburg grants its employees the privilege of using personal smartphones or tablets of their choosing at to connect to their corporate Email. The City of Reynoldsburg reserves the right to revoke this privilege if users do not abide by the policies and procedures outlined below.

This policy is intended to protect the security and integrity of the City of Reynoldsburg's data and technology infrastructure. Limited exceptions to the policy may occur. Any exception must be approved by management and these exceptions must be clearly documented.

City of Reynoldsburg employees must agree to the terms and conditions set forth in this policy in order to be able to connect their devices to the company network. The City of Reynoldsburg Information Technology team reserves the right to make changes to this policy at any time.

Acceptable Use

The company defines acceptable business use as activities that directly or indirectly support the business of the City of Reynoldsburg.

Employees may use their mobile device to access the following company-owned resources: corporate email, calendar, and contacts.

The City of Reynoldsburg has a zero-tolerance policy for texting or Emailing while driving and only hands-free talking while driving is permitted.

Devices and Support

Smartphones including iPhone (iOS), Android, Blackberry, and Windows phones running the latest operating system version are allowed.

Tablet devices such as iPads, Chrome Books, and Nooks running the latest operating system version are allowed.

Although some connectivity issues are supported by IT; employees should contact the device manufacturer or their carrier for operating system or hardware-related issues.

Devices must be presented to IT for proper job provisioning and configuration.

Prior to trading in, upgrading or selling their mobile device the employee must provide the IT department with the device to properly remove corporate connected resources.

Prior to an employee's departure, the employee must provide their mobile device to the IT department to properly remove corporate connected resources.

Reimbursement

The company will not reimburse the employee for a percentage of the cost of the device.

The company will not reimburse the employee for the following charges: roaming, plan overages, etc.

The employee will not be compensated should they choose to access corporate resources during non-work hours.

Security

In order to prevent unauthorized access, devices must be password protected using the features of the device. The password must be a minimum of six characters. Four-digit passwords are not acceptable. Other biometric features (such as facial recognition and fingerprint) are acceptable means to secure your device, but only if approved by IT.

The device must lock itself with a password if it is idle for five minutes. Setting the lock time to less than five minutes is also acceptable.

After 10 failed login attempts, the device must be configured to lock. Setting the attempts to less than 10 is also acceptable.

Routed (Android) or jailbroken (iOS) devices are strictly forbidden from accessing the network or any City of Reynoldsburg related equipment. This includes use of the Employee Wi-Fi network.

Smartphones and tablets that are not on the company's list of supported devices are not allowed to connect to the network.

Employees' access to company data is limited based on user profiles defined by IT and are automatically enforced.

The employee's device will be remotely wiped if 1) the device is lost, 2) the employee terminates his or her employment, 3) IT detects a data or policy breach, a virus or similar threat to the security of the company's data and technology infrastructure.

Risks/Liabilities/Disclaimers

While IT will take every precaution to prevent the employee's personal data from being lost in the event it must remotely wipe a device, it is the employee's responsibility to take additional precautions, such as backing up Email, contacts, etc.

The company reserves the right to disconnect devices or disable services without notification.

The employee will not transfer, store or retain corporate data outside of the approved applications.

Lost or stolen devices must be reported to the company immediately. Employees are responsible for notifying their mobile carrier immediately upon loss of a device.

The employee is expected to use his or her devices in an ethical manner at all times and adhere to the company's acceptable use policy as outlined above.

The employee is personally liable for all costs associated with his or her device.

The employee assumes full liability for risks including, but not limited to, the partial or complete personal data due to an operating system crash, errors, bugs, viruses, malware, and/or other software or hardware failures, or programming errors that render the device unusable.

The City of Reynoldsburg reserves the right to take appropriate disciplinary action up to and including termination for noncompliance with this policy.

Computer, Internet, and Network Policy

Policy Overview

The City of Reynoldsburg strives to protect all data stored on any computer. By using a computer owned by The City of Reynoldsburg, or accessing the Internet on any device, or connecting to The City of Reynoldsburg Network, employees must understand the means by which these items can be used.

Acceptable Use and Right to Search

City computers and information systems are property of the City of Reynoldsburg. They may be used only for explicitly authorized purposes. The City reserves the right to examine all data stored in or transmitted by their computers and systems. Without notice, the City and authorized City supervisors may enter, search, monitor, track, copy, and retrieve any type of electronic file of any employee or contractor. These actions may be taken for business-purpose inquiries including but not limited to theft investigation, unauthorized disclosure of confidential business or proprietary information, excessive personal use of the system, or monitoring work flow and employee productivity.

Employees have no right to privacy with regard to the Internet and email on City systems. Authorized designees (as referenced above) may access any files stored on, accessed via, or deleted

from computers and information systems. When necessary, Internet, Email, and any other electronic messaging usage patterns may be examined for work-related purposes, including situations where there is a need to investigate possible misconduct and to assure that these resources are devoted to maintaining the highest levels of productivity. All software installed on any City computer must be licensed to the City. No City employee may install, uninstall, or reconfigure any software or hardware owned by the city without prior authorization from their Supervisor. The use of privately owned or contractor-owned devices (i.e., PDAs, smart phones, and laptops) for official city business must be authorized in advance by the City.

Prohibited Use

The list below describes Prohibited Uses of Computers and Information Systems, including but not limited to Email and the Internet.

1. Violating local, state, and/or federal law.
2. Harassing or disparaging others based on age, race, color, national origin, sex, sexual orientation, disability, religion, military status or political beliefs. Harassment and disparagement include but are not limited to slurs, obscene messages, or sexually explicit images, cartoons, or messages.
3. Threatening others.
4. Soliciting or recruiting others for commercial ventures, religious or political causes, outside organizations, or other matters that are not job related.
5. Using computers or information systems in association with the operation of any for-profit business activities or for personal gain.
6. Sabotage, e.g. intentionally disrupting network traffic or crashing the network and connecting systems or intentionally introducing a computer virus.
7. Vandalizing the data of another user.
8. Forging electronic mail and instant messenger messages.
9. Sending chain letters.
10. Sending rude or obscene messages (anything that would embarrass or discredit the City).
11. Disseminating unauthorized confidential or proprietary City documents, information, or data restricted by government laws or regulations.
12. Browsing or inquiring upon confidential records maintained by the City without substantial business purpose.
13. Disseminating (including printing) copyrighted materials, articles, or software in violation of copyright laws.
14. Accessing the Internet in any manner that may be disruptive, offensive to others, or harmful to morale.
15. Transmitting materials (visual, textual, or auditory) containing ethnic slurs, racial epithets, or anything that may be construed as harassment or disparagement of others

- based on age, race, color, national origin, gender, sexual orientation, disability, religious or political beliefs.
16. Sending or soliciting sexually oriented messages or images.
 17. Using the Internet or instant messenger for political activity.
 18. Using the Internet to sell goods or services not job-related or specifically authorized in writing by an approving authority.
 19. Downloading and viewing non-work-related streaming audio or video (i.e. listening to radio stations, etc.) due to the limited bandwidth of the system.
 20. Intentionally using Internet facilities to disable impair, or overload performance of any computer system or network or to circumvent any system intended to protect the privacy or security of another user.
 21. Speaking to the media or to the public within any news group or chat room on behalf of the City if not expressly authorized to represent the City.
 22. Uploading or downloading games, viruses, copyrighted material, inappropriate graphics or picture files, illegal software, and unauthorized access attempts into any system.

NOTE: Whether on working time or not, these prohibitions apply at all times to city-owned computers and information systems. Personnel cannot expect that the information they convey, create, file, or store in City computers and information systems will be confidential or private regardless of the employee's intent. Please remember that there is no expectation of privacy for anything sent by Email or other electronic communication means, and that others can view this information at any time.

Securing Equipment and Proper Disposal

City employees who are responsible for or are assigned portable computer equipment and electronic media (i.e., laptops, flash memory devices, external hard drives, DVDs, CDs, etc.) shall secure those items when not in the office as these items may contain confidential and/or HIPAA information, which could be compromised if lost or stolen. If an employee loses a piece of equipment or it is stolen, they are required to immediately notify their supervisor. Failure to properly secure portable computer equipment and electronic data is subject to disciplinary action.

Portable computer equipment must also be properly inventoried and tracked. Routine inventories of electronic equipment should be conducted on a regular basis to confirm it is still available and that the data is still accessible, should this apply.

Equipment that is at a higher risk for being lost or stolen should be reviewed by IT. In some cases, the equipment will need to be encrypted to add an additional layer of security to the contents. IT should be aware of all equipment and each employee is responsible to make sure IT has approved and protected the device in use.

Should equipment become old, outdated, or simply not be used anymore, it must be destroyed of properly. This equipment is to be given to IT, documented of removal from use, and disposed of properly according to the policy for removing or destroying property of the City of Reynoldsburg.

SOCIAL MEDIA LIMITATIONS

The City supports the free exchange of information and camaraderie among employees on the internet. However, when internet blogging, chat room discussions, email, text messages or other forms of electronic communication extend to employees revealing confidential information about the City or its employees, or engaging in posting inappropriate material about the City or its employees, the employee who posts such information or assists in posting such material may be subject to disciplinary action.

Employees are reminded to be careful of the information they disclose on the internet, including social media sites. The following uses of social media are strictly prohibited, whether on or off duty:

1. Comments or displays about coworkers, supervisors or the City that are vulgar, obscene, threatening, intimidating, harassing, or a violation of the City's workplace policies against discrimination, harassment or hostility on account of age, race, religion, sex, ethnicity, nationality, disability, military status or other protected class, status, or characteristic.
2. Statements or uses of the City's logo which are slanderous or detrimental, including evidence of the misuse of the City's authority, information, insignia or equipment.
3. Unprofessional communication which, if left unaddressed, could potentially result in a civil or criminal cause of action against the City. Unprofessional communication also includes that which the City could demonstrate has a substantial risk of negatively affecting the City's reputation, mission or operations, such as slander, defamation or other legal cause of action.
4. Disclosure of confidential and/or proprietary information acquired in the course of employment. Confidential information includes not only information that would not be available pursuant to a public records request, but also includes any information which does not relate to an issue of public concern.
5. Comments or displays which impact employees' abilities to perform their job duties or the City's ability to maintain an efficient workplace.

Social media sites may be inspected by the City for cause to determine potential policy violations. If an employee believes that an online communication violates a City policy, the employee should immediately report the communication to a supervisor. The City may investigate the matter, determine whether such communication violates policy, and take appropriate action. This policy does not apply to communications protected by the U.S. or Ohio Constitutions.

CITY PROPERTY

General

Employees are prohibited from using City materials, tools, facilities, equipment and labor for personal or private use regardless of whether the use is during working or non-working time. Employees may not perform private work for themselves, co-workers, friends or family members during working time or while using City materials, tools, facilities, or equipment. All City tools and equipment must be used and operated within the laws of the State of Ohio and/or rules and regulations of the City. Employees who separate from service with the City are responsible for return of reusable City property in her possession.

Employees have no reasonable expectation of privacy in the use of City property and facilities. In order to safeguard employees and the workplace, and in order to maximize efficiency, safety and productivity, the City reserves the right, in its sole discretion and without notice to employees, to inspect, monitor or otherwise search City property and facilities or any other enclosed or open area within City property or facilities and to monitor or inspect any items found within such facilities. Employees are required to cooperate in any work place inspection. The City also reserves the right to inspect any packages, mail, parcels, handbags, briefcases, or any other possessions or articles carried to and from City facilities and job sites where permitted by law.

Employees required to answer the telephone as part of their assigned duties shall do so in a polite and courteous manner. No employee shall use foul or abusive language over the telephone or in any dealings with the public. The City reserves the right to monitor any phone at any time. Personal phone calls must be kept to an "on emergency basis" only. Toll calls and/or long distance for personal reasons shall not be charged to the City.

The City may issue cellular phones to its employees. Cellular phones are not only capable of making and receiving phone calls, they may also be capable of email, text messaging, internet browsing, running third party applications, GPS, and entertainment. Regardless of the capability of a particular cellular phone, City-issued cellular phones are considered City property and are for business use only. Features other than phone use must not be used or activated without direct authorization from a supervisor. Use of City cellular phones while operating a motor vehicle (City-owned or personal) is prohibited.

FLEET SAFETY POLICY

A. Purpose

This is a written plan detailing the operation of City of Reynoldsburg (City) owned vehicles. The intent of this plan is to establish policies and procedures that ensure a safe work environment for employees, a positive public image, and protect against liability for vehicle use.

B. Use of City of Reynoldsburg Owned Vehicle

The use of City owned vehicles will be restricted to City employees at least eighteen (18) years of age, who retain a valid Ohio driver's license, and are engaged in the action of their official duties as an employee of the City. All operators shall observe the following:

1. All traffic laws are to be obeyed as outlined by the State of Ohio Bureau of Motor Vehicles or by General Statute;
2. Seat belts must be used anytime vehicle wheels are in motion. This applies to all city vehicles, any vehicle on city premises, and any vehicle used on city business. The driver is responsible for ensuring all passengers use seat belts;
3. Special endorsements or licenses required by the Ohio Department of Public Safety must be obtained and kept current by the employee;
4. The department head will assign and authorize the use of a City owned vehicles using this document as a guideline subject to approval of the Appointing Authority;
5. A copy of the employees' Motor Vehicle Report (MVR) shall be provided to Human Resources prior to permanent hiring of a new employee who will operate a City owned/leased vehicle-. A Motor Vehicle Report (MVR) will be ordered by the Human Resources Department periodically for all City employees operating City owned/leased vehicles. This document will become part of the employee's personnel file, and shall be maintained by the Human Resources Department;
6. The operator shall maintain all insurance and documents required by the the Ohio Department of Public Safety in the glove box of his/her assigned vehicle;
7. City owned vehicles and installed equipment shall be properly maintained;
8. The City of Reynoldsburg shall not be responsible for personal items that are lost or stolen while in City owned vehicles;
9. NO USE OF ANY TOBACCO PRODUCTS will be allowed in City owned vehicles (Violation of this shall be subject to disciplinary action as outlined in the City of Reynoldsburg Personnel Procedure Manual);
10. Alcoholic beverages or any illegal drugs are not permitted in City vehicles at any time (Law Enforcement personnel, or authorized Public safety personnel may transport alcoholic beverages or drugs that have been lawfully confiscated or scheduled for use during training exercises);
11. For the purpose of this policy, the daily commutes to and from the employee's work location and normal meal periods within on-duty hours are considered official use for employees who are using a City owned vehicle for commuting to and from work or during their lunch period;

12. Passengers who are not City employees are not allowed to be transported in City vehicles except on official City business or if approved in writing by the employee's department head (employee and passenger (if 18 or older)

13.

C. Minimum Defensive/Safe Driving Expectations

Use these safe driving practices at all times to help avoid crashes:

- Look ahead of your vehicle where you will be in the next 8-10 seconds, as far as possible on highways and two blocks ahead in city traffic.
- Keep eyes moving and scan for potential hazards -- shift eye attention every two seconds and don't focus on single objects or stare.
- Maintain safe following distance -- minimum of two seconds under good conditions and four seconds under poor weather/road conditions.
- Approach all intersections with caution and look Left-Right-Left before proceeding.
- Use directional signals early when making turns, lane changes, and passing maneuvers.
- Adjust mirrors properly before each trip and check them every 5-10 seconds while driving.
- Avoid backing whenever possible. If you must back, get out and check the area if vision behind the vehicle is restricted.
- Use headlights at all times for improved visibility.

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D. Vehicle Assignment

Vehicle assignment shall be at the discretion of the individual department head. Vehicles assigned that are left at City facilities after hours shall be secured and stored in a protected location when available.

E. Accident Reporting

All motor vehicle accidents shall be reported immediately. In addition, the following is required for each accident:

1. Immediately notify the Police Department or the appropriate law enforcement agency to investigate all accidents involving City owned vehicles. For non-injury accidents, call the non-emergency number 614-866-6622 and identify yourself as a City employee driving a city owned vehicle. For injury accidents, call 911; and
2. Notify the direct supervisor/director and/or Human Resources.
3. The Department Head or Supervisor will be responsible for obtaining repair estimates and forwarding this information to Risk Management (Human Resources)
4. The Risk Manager shall be responsible for notifying the appropriate insurance related carrier to report any claims activity.

F. Post-Accident Drug Test

1. An employee shall submit to a post-accident drug test if he/she is involved in a traffic accident or for a violation of any law while operating a City owned vehicle or a personal vehicle while performing his or her duties as a City employee.
2. Any employee shall submit to a post-accident drug test if he/she is involved in an on-the-job accident where:
 - a. Death results;
 - b. Any person is injured and/or transported from the accident scene for medical attention;
 - c. Any of the vehicles must be towed from the scene; or
 - d. The employee is cited for a moving violation.
3. Any employee shall submit to a post-accident drug test if there is reasonable suspicion to believe that he or she is in violation of this policy by observed actions or physical evidence while performing his or her duties as a City employee.

G. Employee Accountability

All employees using City owned vehicles shall be accountable for their actions while operating City vehicles. The privilege to operate any City owned vehicle shall be suspended, restricted or revoked with cause by the Department Head or City Management. Accidents involving City owned vehicles or City of Reynoldsburg employees shall be investigated by the police department. Findings will be presented to the Department Head.

Driver Requirements:

1. Each driver of a City owned vehicle must have a valid Ohio drivers/operator's license. Should an employee who drives a City owned vehicle be involved in an incident, on or off the job, where his/her license is suspended or revoked, the employee is obligated to inform his/her immediate supervisor and the Human Resources Director within 24 hours of the incident. Failure to inform the City of a suspended or revoked license shall result in disciplinary action according to the Personnel Policy.
2. Driver Disqualifications:
 1. No valid driver's license
 2. Currently insured with an SR22
 3. OVI conviction w/in five years of application or pled to a lesser charge (e.g. reckless operation)
 4. More than (1) OVI conviction as an adult
 5. More than (2) OVI convictions if one conviction was a juvenile
 6. Hit and run crash conviction
 7. Vehicular homicide or assault conviction
 8. More than two moving violations in the past three years (includes preventable or at-fault accidents).

9. One (1) revocation or suspension of a driver's license as an adult, in effect, due to point's violations or by the courts, in the last five years unless applicant can show that the suspension was the result of an error by the BMV, a random selection or administrative overlap

Driving of Personal Vehicles for City Business

If job duties require use of a personal vehicle on company business, liability insurance with minimum limits of \$100,000/\$300,000 must be maintained.

Moving Violations

The employee operating the City owned vehicle shall be responsible for any fines or penalties as a result of a violation of the state of Ohio laws. Any violation, on or off duty, for speeding 10 mph or more over the speed limit, reckless driving, DWI, speeding in school zone, or other serious moving violation shall be reported to the Department Head within twenty-four (24) hours. Moving violations may be subject to disciplinary action. Drivers may be subject to random checks of their driving history. Failure to report a moving violation to your Department Head shall result in disciplinary action as outlined in the City of Reynoldsburg Personnel Policy.

H. Distracted Driving

Distracted driving is any activity that diverts attention from driving, including talking or texting on your phone, eating and drinking, talking to people in your vehicle, fiddling with the stereo, entertainment or navigation system — anything that takes your attention away from the task of safe driving.

You cannot drive safely unless the task of driving has your full attention. Any non-driving activity you engage in is a potential distraction and increases your risk of crashing.

Employees are prohibited from using cellular telephones while operating a City owned or operated vehicle. If it is necessary for the employee to take a call, the employee shall pull off the road to a safe and nonhazardous location.

Emergency response or safety sensitive position employees are allowed to use cellular telephone devices. However, the use of the cellular phone shall be used with caution and constant observation of the road condition(s) or hazard(s) present at the time of driving.

The City prohibits any form of distracted driving which includes texting, emailing or reading emails while driving.

I. Vehicle Maintenance Procedures

All requested or required maintenance procedures should be routed through the Fleet Maintenance Supervisor which will decide whether or not to initiate repairs in house or within outside contractor, based on description of procedure, timeline of repair, and current workload.

- J. Cleaning of Vehicles
 - 1. Vehicles must be kept clean at all times. It is the assigned drivers obligation and responsibility to maintain the vehicle in clean condition.
- K. Maintenance of Vehicles
 - 1. It is the responsibility of the assigned driver to report any maintenance or operational issues with a vehicle promptly.
 - 2. The City Fleet Maintenance division will do servicing of all vehicles, unless the work cannot be conducted in house.
 - 3. Special equipment installed on the vehicle (fire extinguisher, flashlights, gas cards, first aid kits, etc.) must stay within that vehicle at all times. Note: Special equipment shall be used only for official City use.
 - 4. Fuel levels are to be checked and maintained daily.
 - 5. The City Garage is not responsible for personal items that are lost or stolen while the vehicle is located at the City Garage or at an outside contracted facility.
 - 6. No City employee is authorized to alter any equipment installed in a city vehicle or repair any city vehicle, with the exception of Fleet Maintenance equipment, which may be repaired by their respective personnel.

Equipment Citations

Employees who operate City vehicles shall assure that their assigned vehicle is roadworthy. Any vehicle deemed unsafe should be reported to the Department Head and the City Fleet Maintenance Supervisor immediately. The operator should use good judgement to assure compliance with weight and marking regulations that apply to the vehicle he/she is operating.

TOBACCO USE POLICY

In order to promote a healthy and comfortable work environment, City employees are prohibited from using tobacco while on City property, while performing duties related to City employment whether on or off site, while traveling for City business, and in any other circumstances or locations where an employee is representing the interests of the City, except as authorized by the Mayor. City property includes, but is not limited to: buildings, offices, restrooms, hallways,

common work areas, parking lots, garages, City vehicles, conference rooms, sidewalks, green space, stairs, cafeterias/break rooms, and storage areas.

For the purpose of this policy, tobacco is defined as all tobacco, tobacco derived and/or substances mimicking tobacco containing products, including but not limited to: cigarettes, electronic cigarettes, vapor cigarettes, any artificial/faux cigarette, cigars, cigarillos, pipes, oral tobacco, or any other manner of using or consuming tobacco, tobacco derived substances and/or substances mimicking tobacco. The definition is intended to include all products that deliver nicotine for purposes other than cessation.

DRUG AND ALCOHOL POLICY

Drug-Free Workplace

Alcoholism and drug addiction are treatable diseases. Therefore, employees who believe that they may have an alcohol or drug addiction problem are encouraged to seek professional treatment and assistance. No employee who seeks such treatment or assistance prior to detection will have his job security, promotional opportunities, or other job conditions jeopardized by a request for treatment. The individual's right to confidentiality and privacy will be recognized in such cases. The City may take disciplinary action for any violations of work rules, regardless of the effect of alcohol or drug abuse. Nothing in this policy shall be construed to condone or exonerate employees from their misconduct or poor performance resulting from a drug or alcohol problem.

The City maintains a drug and alcohol free workplace. Employees are hereby notified that the manufacture, distribution, dispensing, possession, use or being under the influence of alcohol, drugs or other controlled substance is strictly prohibited during working hours at any location where employees are conducting City business. Also prohibited is the illegal use of legal substances.

In order to further the City's objective of maintaining a safe, healthful, and drug-free workplace, the City may require an employee to submit to a urine and/or blood test if there is reasonable suspicion to believe that an employee is under the influence of a controlled substance or alcohol. Refusal to submit to a drug or alcohol test and/or to release the results of the same shall be considered insubordination and will be construed as a positive test result.

Employees are put on notice that an employee who is under the influence of drugs or alcohol may forfeit their right to obtain workers compensation benefits. The law establishes a rebuttable presumption that if an injured worker tests positive for the use of drugs or alcohol, the worker will have to prove the use of drugs or alcohol did not cause the accident. A refusal to test for the use of drugs or alcohol will also establish the presumption. Employees who are involved with a

workplace accident may be required to undergo drug and/or alcohol testing in accordance with this policy.

Drug Policy

Controlled Substance: Means any controlled substance contained in Schedules 1 through V of Section 202 of the Controlled Substance Act (21 U.S.C. § 812; or as defined in § 3719.01 O.R.C.).

Conviction: Means any finding of guilt, including a plea of *nolo contendere* (no contest) or the imposition of a sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

Criminal Drug Statute: Means a criminal statute involving manufacture, distribution, dispensation, use, or possession of any controlled substance. For purposes of this policy all definitions will be consonant with O.R.C. § 3719.01 *et seq.*

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance by any employee which takes place in whole or in part in the employer's work place is strictly prohibited and will result in criminal prosecution and employee discipline

Any employee arrested or convicted of any Federal or State criminal drug statute must notify the employer of that fact immediately, but in no event longer than five (5) calendar days, of the arrest or conviction.

Any employee who reports for duty in an altered or impaired condition which is the result of the illegal use of controlled substances and/or alcohol will be subject to disciplinary action up to and including removal. Any decision to take disciplinary action may be held in abeyance pending the completion by the employee of a drug rehabilitation program.

Any employee arrested or convicted of a drug or alcohol offense, who fails to timely report the arrest or conviction, may be terminated from employment and/or held civilly liable for any damage caused, including a loss of state or federal funds, resulting from the misconduct.

The City has a zero tolerance policy for employees who are under the influence of drugs or alcohol while at work. Employees who are using medical marijuana as authorized by Ohio law are not exempt from this policy in any way. The use of marijuana in any form for any purpose, authorized for medicinal purposes or unauthorized, will be treated the same as the use of all other Schedule 1 controlled substances, illegal drugs, or the abuse of legal drugs. Employees using Schedule 1 controlled substances or illegal drugs, including medical marijuana authorized by and in

accordance with Ohio law, are still subject to all provisions of this policy and may be subject to discipline including termination for such use.

Medical Marijuana

Medical Marijuana was legalized by the State of Ohio under House Bill 523 in 2016. However, medicinal use of marijuana has not been approved by the U.S. Food and Drug Administration (FDA). As such, the use of marijuana in any form for any purpose, authorized for medicinal purposes or unauthorized, is prohibited under the City's Drug Free Workplace Policy. Employees using Schedule 1 controlled substances or illegal drugs, including medical marijuana authorized by and in accordance with Ohio law, are still subject to all provisions of this policy and may be subject to discipline including termination for such use.

There is nothing within in House Bill 523 that requires the City of Reynoldsburg as an employer to permit or accommodate an employee's use, possession, or distribution of medical marijuana. The use of medical marijuana will not be considered a reasonable accommodation for an alleged disability. In addition, the law does not prohibit an employer from taking any adverse employment action because of an employee's or prospective employee's use, possession or distribution of medical marijuana.

The City reserves the right to test any employee for reasonable suspicion and post-accident. Employees that have a Commercial Driver's License are subject to random drug testing.

While CBD oils and supplements are not unlawful under Ohio law, employees must recognize some use of CBD products can result in a positive drug test for marijuana depending on the THC content. An employee who tests positive as a result of using CBD products is still subject to the City's drug free workplace policy.

Drug and Alcohol Testing Policy

In order to maintain a safe and healthful work environment, the City reserves the right to set standards for employment and to require employees to submit to physical examinations including blood or urine tests for alcohol, illegal drugs, or the misuse of legal drugs where there is reasonable suspicion that an employee's work performance is, or could be, affected by the condition.

Where the City has a reasonable suspicion to believe that the employee is in violation of this policy, it may require the employee to go to a medical clinic, at the City's expense, to provide blood and/or urine specimens. Reasonable suspicion shall generally mean suspicion based on personal observation by a City representative, including descriptions of appearance, behavior, speech, breath, or inexplicable behavior.

If requested, the employee shall sign a consent form authorizing the clinic to withdraw a specimen of blood or urine and release the test results to the City. Refusal to sign a consent form or to provide a specimen will constitute insubordination and a presumption of impairment and may result in discharge.

Any employee who tests positive may request retesting of the original specimen at their own expense.

Employees who return to work after the successful rehabilitation will be subject to random drug tests for a period of two years from the date of their return.

Employees subject to random drug tests who refuse to participate in the drug/alcohol testing and/or rehabilitation program or who continue to test positive for substance abuse will face additional disciplinary actions, up to and including removal.

Any employee involved in an accident may be subject to post accident alcohol and drug/alcohol testing.

Employees who are required to hold a commercial driver's license (CDL) will be required to participate in the City's drug and alcohol testing program as required by federal law which includes pre-employment testing, post-accident testing, random testing, reasonable suspicion testing, and return-to-work testing. Policies and procedures for these programs will be consistent with federal law and will be made available to employees required to hold CDL's and their supervisors.

Employee that hold a Commercial Driver's License (CDL) or Commercial Learner's permit (CLP) will be required to register the Federal Motor Carriers S – A (FMCSA) Clearinghouse and enter their personal information and the City of Reynoldsburg or their designee will have the requirement that the following personal information collected and maintained under this part shall be reported to the Clearing House

- A verified positive, adulterated, or substituted drug test result;
- An alcohol confirmation test with a concentration of 0.04 or higher;
- A refusal to submit to any test required by subpart C of this part;
- An employer's report of actual knowledge, as defined at § 382.107:
 - On duty alcohol use pursuant to § 382.205;
 - Pre-duty alcohol use pursuant to § 382.207;
 - Alcohol use following an accident pursuant to § 382.209; and
 - Controlled substance use pursuant to § 382.213;

- A substance abuse professional (SAP as defined in § 40.3 of this title) report of the successful completion of the return-to-duty process;
 - A negative return-to-duty test; and
 - An employer's report of completion of follow-up testing.

Discipline

The City may discipline an employee, for any violation of this policy. Nothing herein shall be construed as a guarantee that the City will offer an opportunity for rehabilitation. Failure to successfully complete or participate in a prescribed rehabilitation program, if offered, shall result in the employee's discharge [including a refusal to test or a positive test result on a return to duty or follow-up test].

Refusal to Test

Employees who refuse to submit to the required testing shall be subject to disciplinary action up to and including discharge. A refusal to test for purposes of this policy shall include:

- Failure to provide a sufficient sample provided there does not exist a valid medical explanation as to why the employee was unable to do so;
- Any conduct that attempts to obstruct the testing process such as unavailability, leaving the scene of an accident without proper authorization, delay in providing a sample, adulterating, substituting or attempting to adulterate or substitute a specimen during the testing process, regardless of whether such attempt results in a negative or positive diluted sample;
- Failure to execute or release forms required as part of the testing process.

Prescriptions/OTC Medications

Employees must inform the City if they are taking any medication that may impair their ability to perform their job. Employees on such medications must provide a written release from their treating licensed medical practitioner indicating that they are capable of performing their essential job functions, with or without reasonable accommodation. Employees are prohibited from performing any City function or duty while taking legal drugs that adversely affect their ability to safely perform any such function or duty.

WORKPLACE VIOLENCE

Zero Tolerance

The City is committed to providing a work environment that is safe, secure and free of harassment, threats, intimidation and violence. In furtherance of this commitment, the City enforces a zero tolerance policy for workplace violence. Consistent with this policy, threats or acts of physical

violence, including intimidation, harassment, and/or coercion which involve or affect employees, or which occur on City property or at a worksite, will not be tolerated. Employees who are found to have committed acts of workplace violence will receive discipline and possible criminal prosecution, depending on the nature of the offense.

Prohibited Acts of Violence

Prohibited acts of workplace violence include, but are not limited to, the following: (1) hitting or shoving; (2) threatening harm to an employee or his family, friends, associates, or property; (3) intentional destruction of property; (4) harassing or threatening telephone calls, letters or other forms of written or electronic communications, including email and website postings; (5) intimidating or attempting to coerce an employee to do wrongful acts, as defined by applicable law, administrative rule, policy, or work rule; (6) willful, malicious and repeated following of another person, also known as “stalking” and/or making threats with the intent to place another person in reasonable fear for his safety (7) suggesting or otherwise intimating that an act to injure persons or property is “appropriate”, without regard to the location where the suggestion or intimation occurs; and (8) unauthorized possession or inappropriate use of firearms, weapons, or any other dangerous devices on City property.

Warning Signs and Risk Factors

The following are examples of warning signs, symptoms and risk factors that may indicate an employee’s potential for violence. In all situations, if violence appears imminent, employees should take the precautions necessary to assure their own safety and the safety of others. An employee should immediately notify management if they witness any violent behavior, including, but not limited to, the following: (1) hinting or bragging about a knowledge of firearms; (2) making intimidating statements such as: “You know what happened in Oklahoma City,” “I’ll get even,” or “You haven’t heard the last from me.”; (3) keeping records of other employees the individual believes to have violated departmental policy; (4) physical signs of anger, such as hard breathing, reddening of complexion, menacing stares, loudness, and profane speech; (5) acting out violently either verbally or physically; (6) excessive bitterness by a disgruntled employee or an ex-employee; (7) being a “loner,” avoiding all social contact with co-workers; (8) having a romantic obsession with a co-worker who does not share that interest; (9) history of interpersonal conflict; (10) domestic problems, unstable/dysfunctional family; and (11) brooding, depressed, strange behavior.

PERSONAL APPEARANCE

The Appointing Authority reserves the right to prescribe appropriate attire and grooming and to set standards which are deemed to be in the best interest of the City and ensure an appropriate image for the City.

The Appointing Authority requires that an employee's clothing, grooming, and overall appearance be appropriate, in good taste, present a favorable public image, and be in conformity with regulations established by the City due to the specialized nature of service provided or the employment position maintained.

Clothing shall be conducive to the safe and effective performance of required job duties.

Certain employees may be required to wear regulation uniforms while on duty. The applicable departments may establish policies and procedures governing uniforms. When employees are required to wear a regulation uniform, the City shall provide the uniforms and/or provide a uniform allowance as prescribed by the City ordinance or applicable collective bargaining agreement.

Employees are required to keep uniforms neat, clean, and in good repair. City-issued uniforms may only be worn by employees while conducting official City business.

The City shall provide standard work clothing and safety equipment for all maintenance employees of the Parks and Recreation, Service, Street, Vehicle Maintenance, Water/Waste Water, Storm Water Utility and the Building Department employees. Each item of work clothing shall be suitably and permanently identified as belonging to the City. Any item unaccounted for shall be charged to the employee. Employees that are provided work wear will be required to wear it.

Non-Uniform Clothing

Employees not required to wear uniforms daily, may be provided shirts, sweaters, and jackets with the City of Reynoldsburg logo. The clothing may be worn for work at any time but are primarily to be worn for special events where it is desired the City of Reynoldsburg employees can be identified.

All clothing purchased must be approved colors and be branded with City of Reynoldsburg logo/name. Department directors are responsible approving clothing options with the City of Reynoldsburg logo.

While wearing city branded clothing, employees are to conduct themselves in a professional manner. This portion of the policy does negate the ability of the City of Reynoldsburg from providing protective clothing, boots, vests, gloves, aprons or other items deemed protective in nature and intended for specific purposes.

Uniforms or clothing purchased by the city and distributed to employees will be treated as a fringe benefit, included as wages to the employee and subject to withholding tax purposes unless not permit by law.

INVESTIGATIONS AND DISCIPLINE

The City has the right to investigate all alleged disciplinary violations. Employees are required to cooperate fully during investigations. Employees who are the subject of a formal investigation have the right to be accompanied, represented, and advised by an attorney. For all employees, the failure to respond, to respond truthfully, or to otherwise cooperate in an investigation, shall be considered insubordination and may result in termination. Employees involved in an investigation shall not discuss the facts of the investigation during the pendency of the investigation.

Classified employees may be placed on a paid “administrative” leave of absence with pay pending an investigation. A classified employee who has been charged with a violation of law that is punishable as a felony may be placed on unpaid “administrative” leave, for a period not to exceed two months, pending an investigation. However, a classified employee who is placed on unpaid leave and is later exonerated of a felony must be reimbursed for lost pay, plus interest, and lost benefits. Unclassified employees may be placed on paid or unpaid leave pending an investigation.

Employees who have completed their probationary period and who are in the classified civil services may only be disciplined for just cause. Disciplinary action will be commensurate with the offense. Discipline for minor infractions will normally be imposed in a progressive manner with consideration given to the nature of the offense, prior disciplinary action, length of service, the employee’s position, the employee’s record of performance and conduct along with all other relevant considerations. Nothing in the policy shall be construed to limit the City’s discretion to impose a higher level of discipline under appropriate circumstances.

The following forms of misconduct constitute grounds for disciplinary action: incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, policy or work rule violations, conviction of a crime, failure of good

behavior including a violation of ethics of public employment, failure to maintain licensing requirements, and any other acts of misfeasance, malfeasance, nonfeasance or any other reason set forth in O.R.C. § 124.34.

The property and image of the City is to be respected at all times; as such, an employee's off duty conduct that could reasonably negatively impact the City may form the basis for discipline. Any comments or questions concerning the standard of conduct expected should be directed toward the employee's immediate supervisor.

Employees have an obligation to immediately inform the City of any on-duty or off-duty arrests or convictions. An arrest or conviction may, or may not, result in discipline depending on the nature of the incident, the job performed, and other relevant considerations. Employees will not be granted vacation leave in order to serve jail time.

The filing or prosecution of criminal charges or other civil administrative investigations against an employee for alleged misconduct or criminal activity shall not be determinative as to appropriate disciplinary action, if any, under this policy. The City may investigate the employee's alleged misconduct or activities and determine the appropriate discipline, if any, without regard to pending administrative or criminal charges. The disposition of such administrative or charge is independent of a disciplinary investigation. Although the City may utilize information obtained during other investigations, the City's decision to take appropriate disciplinary action may or may not correspond with the filing, or non-filing, of criminal charges or civil actions. A felony conviction while employed with the City is just cause for termination.

Staff is responsible for reporting any incident or conduct they believe is inappropriate and/or in violation of City Policies and Procedures. This duty includes incidents actually observed, reported by residents, reported by staff, or suspected due to other facts.

When the City believes that discipline of a classified employee in the form of a paid or unpaid suspension, reduction or elimination of longevity pay, demotion or termination is possible, a pre-disciplinary conference shall be scheduled. Prior to the pre-disciplinary meeting, the employee will be provided with written notice of the charges against him. At the pre-disciplinary conference, the employee may respond to the charges or have his chosen representative respond. Failure to attend the pre-disciplinary conference shall be deemed a waiver of the conference.

Unclassified employees are not entitled to a pre-disciplinary conference.

Classified employees may appeal suspensions of more than three (3) days, reductions in pay or position, or removals to the Civil Service Commission consistent with the City's civil service rules.

COMPLAINT PROCEDURE

Employees may have questions or concerns caused by misunderstandings in the application of policies, procedures and work rules. The City believes these questions and concerns heard promptly, and action taken to resolve or clarify a particular situation. Complaints regarding unlawful discrimination or harassment should be brought according to the unlawful discrimination and harassment policy contained in this manual.

All employees shall have the right to file a complaint without fear of retaliation. No employee shall be disciplined, harassed or treated unfairly in any manner as a result of filing a complaint. A complaint is defined as a disagreement between an employee and City as to the interpretation or application of official policies, departmental rules and regulations, or other disagreements perceived to be unfair or inequitable relating to treatment or other conditions of employment. The following is the procedure to be followed when an employee has a complaint as defined above:

Step 1: Immediate Supervisor

An employee having a complaint shall file it in writing with his Immediate Supervisor, as outlined in the procedure for his work unit. The employee's Immediate Supervisor will review the complaint and attempt to resolve the complaint within a reasonable time and will provide the employee with a written response. Step 1 may be bypassed by either the employee or Immediate Supervisor if the Immediate Supervisor lacks the authority to make a change and/or the Immediate Supervisor is the subject of the complaint.

Step 2: Department Head

Where the employee is not satisfied with Step 1 response of the Immediate Supervisor, the employee may submit the original complaint to the Department Head within seven (7) calendar days of the supervisor's written response. The Department Head will review all material provided and provide the employee with a written response in a timely manner.

Step 3: Mayor (or Designee)

Where the employee is not satisfied with the Step 2 response, the employee may submit the original complaint to the Mayor, or Designee, within seven (7) calendar days. The Mayor, or Designee, will review all material provided and will provide the employee with a written response in a timely manner.

Step 4: Civil Service Commission

1. If the complaint is not resolved, the aggrieved may file an appeal with the Appointing Authority within five (5) working days after receiving a reply from the Director as

- noted in Step 3. All decisions of the Appointing Authority are final, except those under the jurisdiction of the Reynoldsburg Civil Service Commission.
2. This grievance procedure will not apply to matters of reduction in pay, involuntary discharge, demotion, or suspension. There is a separate appeal process for classified employees under the Civil Service Commission to handle these problems.

Time limits as set forth in the procedure may be extended by mutual agreement of the parties in writing.

DURATION OF RECORDS

All actions of record will be maintained in each employee's personnel file throughout his period of employment, with the exception that any records of documented warnings will be removed from the file, upon the written request of the employee, one (1) year after such action was taken, provided no further corrective action of the same or similar nature has occurred. Written reprimands will be removed from the file upon the request of the employee, two (2) years after such action was taken, provided no further corrective action of the same or similar nature has occurred. Suspensions shall be removed from the file, upon the employee's request, four (4) years after such action was taken, provided that no further corrective action of the same or similar nature has occurred and further provided that the City can show no compelling need to retain such records beyond this time limit. All actions of record including warnings, written reprimands, and suspensions removed from an employee's personnel file shall be maintained in a separate sealed file. Reductions in pay or position shall be removed from a personnel file and shall be maintained in a sealed file upon the employee's request, four (4) years after such action was taken provided that the City can show no compelling need to retain such records beyond this time limit. Removed records, maintained in a sealed file, may only be accessed by the City in response to and defense of allegations filed against the City or its officials by the employee or by a third party, but shall not be utilized for any other purpose including discipline, promotions, or assignments, or pursuant to applicable law.

Removed records shall be destroyed in accordance with the City Records Commission.

LACTATION BREAKS

Employees who have recently given birth will be allowed a reasonable break time in order to nurse or express breast milk, for up to one year after the child's birth. The employee will be provided appropriate space, other than a bathroom, that is shielded from view and free from intrusion from

workers and members of the public. Lactation breaks under this policy should, to the extent possible, run concurrently with any other break time available to the employee.

CONCEALED CARRY

Consistent with the Ohio Revised Code, no employee, contractor, client or other individual may carry, possess, convey or attempt to convey a deadly weapon or ordnance onto the property of the City. A valid concealed carry license does not authorize an individual to carry such a weapon onto these premises. Law enforcement officers specifically authorized to carry a firearm are exempted from this provision and may be permitted to carry a concealed weapon.

City employees are prohibited from carrying firearms any time they are working for the City or acting within the course and scope of employment. These situations include, but are not limited to attending training sessions or seminars, wearing a City identification badge, uniform, or other City issued paraphernalia that an employee is required to wear relative to their employment and working in resident's homes or other sites off City premises. Except for law enforcement officers, no employee or member of the public may carry, transport, or store a concealed weapon, firearm, or ammunition in a City owned vehicle.

This policy does not prohibit employees, possessing a valid license to carry a concealed handgun, from transporting and/or storing a firearm or ammunition in their personal vehicle at work locations where their personal vehicle is otherwise permitted to be (e.g. City Parking Lot). However, the employee must leave the firearm and ammunition in their personal vehicle. Employees are neither permitted to remove their firearm or ammunition from their personal vehicles while at work locations nor are they permitted to bring a concealed firearm or ammunition into a City owned building. The employee's firearm and ammunition must be stored in their personal vehicle in accordance with the storage provisions of the Concealed Carry statute. The firearm and ammunition must be in a locked vehicle either in the glove compartment, a lock box or the trunk.

Employees shall immediately contact a supervisor if they suspect an employee or member of the public is carrying a concealed weapon, firearm, or ammunition on City premises. Employees are required to immediately contact a supervisor if they suspect an employee to be carrying a concealed weapon or firearm in violation of this policy at any time while they are working for the City, acting within the course and scope of employment, or acting as a representative of the City.

AUDITOR OF STATE FRAUD REPORTING SYSTEM

The Ohio Auditor of State's Office maintains a system for reporting fraud, including the misuse of public money by any official or office. The system allows all Ohio citizens, including public employees, the opportunity to make anonymous complaints through a toll free number, the Auditor of State's website, or the United States mail. Contact information is as follows:

Telephone: 1-866-FRAUD OH (1-866-372-8364)
 US Mail: Ohio Auditor of State's Office
 Special Investigations Unit
 88 East Broad Street
 P.O. Box 1140
 Columbus, OH 43215
 Web: www.ohioauditor.gov

CONTACT WITH NEWS MEDIA/RESIDENTS

Any employee contacted by the news media or a citizen on a matter related to City operations should direct the caller to contact the Appointing Authority or designee. This policy is designed to avoid duplication, assure accuracy, and protect employees and the City from the dissemination of misstatements and misinformation.

This policy does not prohibit employees from making a public statement, in their off duty hours, on matters of public concern. However, this policy does prohibit employees from making unauthorized public statements during their working hours and from making public statements about matters of private concern that negatively impact the City.

EMPLOYEE INFORMATION AND RECORDS

Employee Information

The appropriate Appointing Authority shall establish and maintain a personnel file for each employee. The employee is responsible for providing the employer with the following information: the employee's legal name, address, telephone number, social security number, tax exemptions, affiliation with any branch of the armed services, the name and phone number of a person to contact in case of an emergency, loss of licensure or insurability, if applicable, and, any other requested information. In addition to providing this information, the employee is also responsible for promptly reporting any change in the information.

In the event the employer must send correspondence or other documentation to an employee who is on leave, the employer will mail the document to the last known address listed in the employee's personnel file. An employee will be considered to have constructive notice of any correspondence or documentation mailed to his last known address.

RELEASE OF RECORDS:

With the exception of certain law enforcement entities, the City, as well as, its employees is subject to the mandates of Chapter 1347 of the Ohio Revised Code regarding personal information systems. The City maintains records that are manually stored and records that are stored using electronic data processing equipment. Records maintained by the City include personal information (i.e. employee information required above).

The Human Resources Director is appointed to be directly responsible for the City's personal information systems. The City understands that it creates, receives, and maintains sensitive and private information, and will ensure that it collects, maintains, and uses only personal information that is necessary and relevant to the functions of the City. Personal information maintained by the City shall not be modified, destroyed, or disclosed without the approval of the Records Commission. The City will continually monitor the personal information system, and make necessary adjustments to ensure the system's accuracy. Employees will be trained on the use of personal information, including review of this policy. Employees who use personal information in an unauthorized manner shall be subject to the City's disciplinary policy.

Records maintained by the City that are not defined as "public records" in §149.43 of the Ohio Revised Code or other applicable provisions of law, shall not be released from an employee's personnel file unless specifically authorized by such employee in writing. Pursuant to applicable law, medical records are not public records and are maintained in a separate file. Records maintained by the City that are defined as public records shall be released in accordance with law. The City will attempt to give employees at least twenty-four hours notice before releasing their personal information in response to a public records request.

REVIEW OF FILE:

Each employee shall have the right, with reasonable notice, to examine his personnel file. Such examination shall be made on non-work time or at some other mutually agreeable time. If an employee disputes the accuracy, timeliness, relevance, or completeness of documents in her file, he may submit a written request that the appointing authority investigate the current status of the

information. The appointing authority will make a reasonable investigation to determine the accuracy, timeliness, relevance, and completeness of the file, and will notify the employee of the results of the investigation and any plans the appointing authority has to take action with respect to the disputed information.

Employees are not permitted to alter, add or remove documents or other information contained in their personnel files absent express authorization from the appropriate appointing authority. An employee who alters, adds or removes documents or information from his personnel file without prior approval may be subject to discipline. Employees may submit a statement to be attached to any disputed document.

PERSONNEL POLICY MANUAL ACKNOWLEDGEMENT

I acknowledge receipt of this manual and understand and agree that I am responsible for knowing its contents and for keeping updated. I also understand that this manual is City property that must be returned to the appointing authority when I separate from employment with the City.

I further acknowledge and understand that this manual **does not create a contract of employment with the City for any purpose**. I agree and understand that any and all provisions of this manual may be modified or eliminated, without advance notice to me, at any time.

Issued To: _____

Signed: _____

Date Received: _____

Mayor's Office
Jennifer Clemens
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **December 5, 2022**

TO: **Finance and Administration Committee**

RE: **Transfer of Funds from the Community Events Budget to the Service Department Budget**

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Explanation of legislation and need:

Unappropriate \$18,635 from 110.344.5339 and appropriate into 110.595.5339 for improvements to city hall.

Requesting passage as an emergency at the second (2nd) reading.

Statement of necessity for Emergency passage: That this is deemed to be an emergency measure necessary for the financial needs of the City's Government.

**AN ORDINANCE UNAPPROPRIATING FUNDS FROM AN ACCOUNT IN THE
COMMUNITY EVENTS DEPARTMENT AND APPROPRIATING FUNDS TO AN
ACCOUNT IN THE SERVICE DEPARTMENT, AND DECLARING AN EMERGENCY**

WHEREAS, it has been determined that the walls in the Administration Building should be a reflection of the history, culture, and heritage of the City of Reynoldsburg; and

Mayor's Office
Jennifer Clemens
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

WHEREAS, funds, in the amount of \$18,635.00, to sponsor that project will need to be transferred from the Community Events Department to the Service Department to complete the project.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That an amount of \$18,635.00 be unappropriated from Community Events Department account 110.344.5339 Miscellaneous Contract Services and appropriated to Service Department account 110.595.5339 Miscellaneous Contract Services.

SECTION 2. That this Ordinance is to be deemed an emergency measure necessary for the financial needs of the City to utilize these funds and complete the project prior to the end of 2022; wherefore upon adoption by the Council, this Ordinance shall be in effect upon the signature of the Mayor.

Parks & Recreation Dept.**Donna Bauman****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6879 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Development, Parks and Recreation Committee

RE: Amend Chapter 971 Municipal Parks

Approval:

Completed Joe Begeny	Completed Chris Shook	Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Immediate preservation of the public peace, health, or safety

**Amend Chapter 971.03 Park Hours from 6:00AM-9:30PM to 6:30AM-DUSK and
Declaring an Emergency.**

**AN ORDINANCE TO AMEND CHAPTER 971 MUNICIPAL PARKS, SECTION 971.03
PARK HOURS IN THE CODE OF ORDINANCES FOR THE CITY OF
REYNOLDSBURG, OHIO**

WHEREAS, the Reynoldsburg Police Department and Parks and Recreation Department have determined that the current open park times of 6:00am to 9:30pm should be changed to 6:30am to dusk in order to it curtail vandalism/

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Chapter 971 Municipal Parks, Section 971.03 Park Hours be and is hereby amended as follows:

Parks & Recreation Dept.

Donna Bauman

7232 E. Main Street

Reynoldsburg OHIO 43068

614-322-6879 Phone

971.03 PARK HOURS.

All City parks shall be open to the public from 6:00-6:30 AM-~~9:30 PM~~dusk.
~~—(Ord. 37-03. Passed 5-27-03.)~~

~~SECTION 2. That this Ordinance is deemed to be an emergency measure for the health, safety and welfare of the City to ensure resident's safety and maintain security. Wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.~~

CHAPTER 971 Municipal Parks

- 971.01 Definitions
- 971.03 Park hours
- 971.05 Use of ball field lights (Repealed)
- 971.07 Scheduled events and activities
- 971.08 Program and facility fees and charges (Repealed)
- 971.09 Vehicles
- 971.11 Protection of natural and ecological environment
- 971.13 Animals
- 971.15 Personal conduct
- 971.16 Intoxicating liquor/controlled substances, harmful intoxicants
- 971.17 Power models and toy engine units
- 971.19 Firearms and weapons
- 971.21 Camping
- 971.23 Fires
- 971.25 Commercial activities
- 971.27 Erecting and attaching signs
- 971.29 Water activities
- 971.30 Littering
- 971.31 Fireworks and explosives
- 971.32 Pollution of Water
- 971.33 Prohibited activities
- 971.35 Employee exemptions
- 971.37 Ejection from the park
- 971.38 Approval by Council; Director's powers
- 971.99 Penalty

CROSS REFERENCES

- Land appropriation for parks - see Ohio R. C. 715.21, 719.01
- Parks and playgrounds - see Ohio R. C. Ch. 755
- Power to regulate vehicle speed in parks - see Ohio R. C. 4511.07(E)
- Parks and Recreation Board - see ADM. Ch. 159
- Parks and Recreation Trust Fund - see ADM. 159.01

971.01 DEFINITIONS.

Whenever used in this chapter, the meaning of the following words and terms shall be as follows:

"Department" shall mean the City of Reynoldsburg, Parks and Recreation Department.

"Director" shall mean the Director of the Parks and Recreation Department.

"Park" shall mean any land or water area owned, leased or otherwise controlled by the Department.

"Commission" shall mean the Parks and Recreation Commission.

"Parks and recreation department" shall mean the City of Reynoldsburg, Parks and Recreation Department.

"Peace officer" shall mean a City of Reynoldsburg employee qualified to enforce the rules and regulations of the Department pursuant to Section 1545.13 Ohio Revised Code, and every other law enforcement officer of the City of Reynoldsburg, State of Ohio or of any political subdivision thereof, including, but not limited to, State Highway Patrolmen, Sheriffs, Deputy Sheriffs, Constables and Division of Wildlife Officers.

"Person" shall mean any individual, company, partnership, corporation, or association, or combination of individuals, or any employee, agent or officer thereof.

"Park waters" shall mean any lake, pond, stream, channel or other body of water, or any part thereof, whether natural or artificial, located in a park.

"Fish or fishing" shall mean taking or attempting to take fish by any method, and all other acts as placing, setting, drawing or using any device commonly used to take fish whether resulting in such taking or not.

"Animal or animals" shall mean quadrupeds, birds, fish, reptiles, amphibians and insects.

"Motor vehicle" shall mean any vehicle propelled or drawn by power other than muscular power.

"Vehicle" shall mean everything on wheels.

"Watercraft" shall mean any vessel designed for navigation on water, including, but not limited to any rowboat, sailboat or motorboat.

"Motorboat" shall mean any watercraft propelled by any mechanical device, electric motor, or internal combustion engine.

(Ord. 37-03. Passed 5-27-03.)

971.03 PARK HOURS.

All City parks shall be open to the public from ~~6:00 AM-9:30 PM~~ 6:30am--Dusk.

(Ord. 37-03. Passed 5-27-03. Ord. 6-2021. Passed 5-10-2021.)

971.05 USE OF BALL FIELD LIGHTS.

(EDITOR'S NOTE: Section 971.05 was repealed by Ordinance No. 61-2021, passed May 10, 2021.)

971.07 SCHEDULED EVENTS AND ACTIVITIES.

- (a) No person shall schedule a public event in a park without written authorization of the Director.
- (b) Parks and Recreation Department events and programs have priority over any other.
- (c) Events and activities that are not scheduled in advance with the Parks and Recreation Department are subject to cancellation by the Department.
- (d) Exclusive use of some parks or recreational facilities may require payment of a fee and proof of insurance.
- (e) An organization utilizing a park or recreational facility for a reserved or scheduled function shall, as a condition of the reservation and scheduling, be responsible for providing adequate control and supervision over members and guests utilizing the parks or recreation facility. Organizations scheduling and reserving recreational facilities are thereby also insuring that the park or recreational facility used is not damaged by the use of their members and guests at the function. Upon notice and hearing before the Mayor or Hearing Officer designated by him/her, if it is determined that, by the exercise of adequate control and supervision, the organization could have prevented the violation or damage or substantially decreased the likelihood of same occurring, the Mayor or Hearing Officer may thereafter refuse to schedule or reserve a park or recreational facility for the organization for a maximum period of 18 months.
- (f) Actual games will have scheduling priority over practicesessions and scrimmages.
- (g) All organizations and teams are required to submit complete rosters of all participants with name, address and phone number. Failure to do so will result in not being put on the schedule.
- (h) The Parks and Recreation Department will make its best effort to get organizations scheduled into a slot that will work for them.
- (i) The Department will mow the turf associated with the rental (i.e. outfield, soccer field, etc.) and drag the infield of a baseball/softball diamond the field unless otherwise agreed upon. Additional work may require additional payment by the user.
- (j) The organization must provide the Department with their request forfield usage.

The request will include the following:

- (1) Name of the organization/team.
- (2) Contact person(s) with home address and phone number.
- (3) Complete roster with verifiable addresses and phone numbers for each member of the organization/team.
- (4) Field(s) requested and the park that fields are located in if known.
- (5) Days and times requested.
- (k) The organization/team will be required to sign a field use agreement outlining the responsibilities of the organization/team and the Department.
- (1) No user fee is charged for the following:
 - (1) Any City of Reynoldsburg sponsored function.
 - (2) Scheduled functions of the Reynoldsburg City Schools.
 - (3) A minimum of \$1,000,000 liability insurance is required for any event in this category. Named as additional insured on the certificate will be the City of Reynoldsburg, its agents, officers, employees and volunteers. This certificate must be provided to the City of Reynoldsburg for review no less than 30 days prior to the event.

(Ord. 37-03. Passed 5-27-03; Ord. 50-04. Passed 5-10-04. Ord. 61-2021. Passed 5-10-2021.)

971.08 PROGRAM AND FACILITY FEES AND CHARGES. (REPEALED)

(EDITOR'S NOTE: Section 971.08 was repealed by Ordinance No. 30-13, passed May 28, 2013.)

971.09 VEHICLES.

- (a) Driving in permitted areas. No person shall operate a vehicle except on and within the roads provided for such vehicles.
- (b) Barricades. No person in a park shall drive around, cause to be moved, or damage any barricade or barrier so placed to temporarily or permanently close a road to traffic.
- (c) Speed. No person in a park shall operate a motor vehicle at a speed greater than 15 miles per hour in a park or recreational facility.
- (d) Parking. No person shall park any vehicle except in places designated for this purpose. All vehicles must park as directed.
- (e) After hours parking. No person shall leave a vehicle in a park during the hours when a park is closed.
- (f) One-way roads. No person in a park shall drive a vehicle on a road or path in the direction other than that indicated by the traffic signs.
- (g) Trucks. No person in a park shall drive a truck, tractor, or other vehicle, which is at that time used for transportation of goods or material, without a permit from the Director.
- (h) Load limits. No person shall operate, move, park, or locate a vehicle, or combination of vehicles, having a gross load capacity in excess of three-fourths of a ton in a park or recreational facility unless the prior approval of the Department of Parks and Recreation is obtained.

(i) Safety. No person shall drive or propel any vehicle along or over any park road in a reckless manner without due regard for the safety of pedestrians and drivers and all other occupants of any vehicle.

g) Impounding vehicles. Vehicles in parks in violation of these Rules and Regulations shall be removed or caused to be removed by peace officers to a location, in or outside of the park where the same may be kept until owners, or their authorized representative, obtain an order from the Director or his/her agents releasing such vehicles to the owners thereof, or their authorized representatives.

(k) No person in a park shall intentionally accelerate a motor vehicle causing the rubber to mark park roadway surfaces.

(l) No person shall park any motor vehicle or other means of conveyance, walk, or trespass upon any area during the hours when a park is closed except by a permit from the Director.

(m) No person who is not handicapped or operating a motor vehicle to transport a handicapped person shall stop, stand, or park any motor vehicle at specifically designated locations provided for the handicapped.

(n) No person shall drive or propel any vehicle along or over any park road without complying with all traffic signs and posted regulations.

(o) No person shall operate any motorized vehicle along any path, walking path, bikeway or skate park without authorization of the Director.

(p) No person, except in an emergency, shall repair a vehicle in any park.

(q) No person shall change oil, wash, wax, polish or otherwise clean any vehicle, in any park.

(r) No person shall operate a snowmobile upon or over any area administered by the department except in those areas so designated.

(s) No person shall operate any vehicle upon the frozen surface of any waterway.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021)

971.11 PROTECTION OF NATURAL & ECOLOGICAL ENVIRONMENT.

(a) No person shall injure, deface, disturb, or damage in any manner any part of the park property or part thereof, which is owned, leased, or otherwise controlled by the Parks and Recreation Department; nor shall any trees, shrubs, wildflowers or other plants, animals, fossils or minerals be removed, injured or destroyed.

(b) Special exceptions to the above may be permitted for the purposes of scientific research, if approved guidelines are followed and collecting of natural minerals, plants and animals is authorized by written permit of the Director.

(c) Exceptions to the above could also be made for removal of non-native (alien or exotic) species and trees that present a clear and unacceptable risk as determined by the department personnel and for general accepted land management practices.

(d) No person shall install or plant any materials except with a permit from the Director.

(e) No person shall climb or rappel any rock escarpment or other natural features.

(f) No invasive species to be planted as per federal and state guidelines.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.13 ANIMALS.

- (a) No person in the confines of the park shall hunt, pursue with dogs, trap, molest, harm harass, injure or disturb wild animals or take wild birds or animals, or therein rob or molest any bird nest or take the eggs of any bird found in the confines of the park.
 - (b) Special exceptions to trapping of wild animals may be permitted for the purposes of scientific research, if approved guidelines are followed; including use of humane live trapping methods and release of the animals, and the trapping is authorized by written permit of the Director.
 - (c) Trapping and removal of non-native or nuisance animals to preserve native wildlife, habitats or the safety of park visitors may be accomplished by park personnel or individual(s) designated by the Parks and Recreation Director.
 - (d) No person in a park shall fish in park waters in violation of any sign or signs prohibiting fishing.
 - (e) No person in a park shall hunt fish with a crossbow.
 - (f) Unless otherwise permitted by State law, no person shall use or possess a firearm or crossbow on the premises of any park owned by the City of Reynoldsburg, except a peace officer or person authorized by the Division of Police of Reynoldsburg.
 - (g) No person in a park shall ride a horse, mule, donkey, cattle, or other animal, in the park without the specific written permission of the Director.
 - (h) No person shall bring into, have, or keep in the park, any animal destructive of wildlife, nor shall any person bring into or permit within the park a domestic dog or domestic cat unless such is under constant control and supervision and held on a leash no longer than six feet in length.
 - (i) No person shall fail to remove feces of animals they own which have defecated in a park or recreational facility.
 - (j) This section does not assure admittance of park visitors with their pets to such locations and at such times as may conflict with the Board of Health requirements or preservation of public safety and order within the park.
 - (k) No person being the owner or having charge of a dog, cat or other animal shall permit the dog, cat or other animal to be present in areas designated or posted as play areas or playgrounds within a park or recreational facility.
 - (l) The City of Reynoldsburg shall have the right to impound or destroy a feral or diseased animal.
 - (m) The Parks and Recreation Department may house non-domesticated animals on park grounds as an exception to the provisions of Chapter 505 of the Codified Ordinances of the City of Reynoldsburg so long as such animals are secured to ensure they are not able to traverse by ground or air at large.
- (Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.15PERSONAL CONDUCT.

- (a) No person in or adjacent to a park shall conduct himself/herself by word or by act, in a riotous, disorderly, boisterous, threatening or other manner so as to disturb the peace and good order of the park.
- (b) No person shall use any sound amplification device audible more than 20 feet from the device without specific written permission from the Director. No speaker, amplifiers, or similar equipment shall be displayed outside of a vehicle.
- (c) No person shall remain within the park that does not abide by conditions adopted by the Department for the preservation of good order and the protection of property within the park; and no person shall remain within the park who does not abide by the instructions of a duly authorized peace officer or Department staff member in the lawful performance of their duties. Any person directed by a peace officer or Department staff member shall do so promptly and peaceably.
- (d) No person shall obstruct, resist, or engage **in** disorderly conduct toward a peace officer or Reynoldsburg Parks and Recreation Department staff member in and during the lawful performance of his/her duties.
- (e) No person in the park shall willfully assault or commit bodily injury upon another or engage **in** or abet or aid in any fight, quarrel, or other disturbance.
- (f) No person or groups of persons shall assemble in or adjacent to a park for any unlawful purpose or riotous assemblance or with intent to annoy, harass, or inflict property damage or bodily injury upon another person or persons or inflict damage to a park.
- (g) No person in a park shall solicit or attempt to solicit another to engage in an act of sex perversion or solicit or request another to commit, perform or engage in any lewd, lascivious, obscene, or indecent act or behavior.
- (h) No person with the intent to do so shall willfully interfere with, disrupt, or prevent the conduct of any recreational program event or activity conducted by or having been scheduled through the Department at a park or recreational facility.
- (i) No person shall enter restrooms designated for the opposite sex unless necessary for maintenance, service or safety reasons.
- (j) No person shall use any form of tobacco or electronic nicotine delivery systems in City-owned parks or outdoor facilities used or operated by the Parks and Recreation Department. Tobacco and nicotine free zones shall be established by placing appropriate signage as determined by the Director or his/her designee.
- (k) No person, without permission, shall enter a clearly marked work zone of tree removal or maintenance.
- (l) No person, without permission, shall enter a clearly marked work zone where pesticides or herbicides are being applied or during a time period following the application of pesticides or herbicides necessary to ensure the safety of the public. (Ord. 37-03. Passed 5-27-03; Ord. 146-17. Passed 12-11-17. Ord. 61-2021. Passed 5-10-2021.)

971.16 INTOXICATING LIQUOR/CONTROLLED SUBSTANCES, HARMFUL INTOXICANTS.

- (a) No person shall knowingly possess with the purpose to consume any liquor or beer, as defined in Ohio R.C. Chapter 4301, while being in or upon any park.
 - (b) For the purposes of subsection (A) of this section, any person found in or upon any park and in possession of any liquor or beer is presumed to knowingly possess the liquor or beer with the purpose to consume such.
 - (c) Subsection (A) of this section shall not apply to the following locations:
 - (1) The following parks: Civic Park, Huber Park, JFK Park, Livingston House, Pine Quarry Park, when the possession, sale and/or consumption of liquor or beer is permitted by written authorization from the director of the recreation and parks department.
 - (2) Certain enclosed, public rental shelter houses and/or facilities when the possession, sale and/or consumption of liquor or beer is permitted by written authorization from the director of the recreation and parks department.
 - (d) The possession, sale and/or consumption of liquor or beer, when permitted by subsection (C), shall be in compliance with all applicable laws pertaining thereto and with any recreation and parks department administrative rules. Failure to comply with any laws or administrative rules shall be sufficient grounds for immediate revocation of permit.
 - (e) No person shall, without the written authorization provided by subsection (C), sell or offer for sale any intoxicating liquor or alcoholic beverage upon the grounds of any park owned and operated by the City.
 - (f) No person in a park shall be intoxicated or under the influence of any intoxicating liquor or alcoholic beverage.
 - (g) Except as permitted by the Director of the Parks and Recreation Department under this Section, no person in a park shall consume, possess or display the presence of any alcoholic beverage in any park owned by the City of Reynoldsburg.
 - (h) No person in a park shall unlawfully sell, or offer for sale or possess any type of narcotic drug, opiate, or hallucinogen, or any equipment for administering such drugs, opiates or hallucinogens or any dangerous drugs or controlled substances.
- (Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.17 POWER MODELS, TOY ENGINE UNITS AND DRONES.

- (a) No person in or adjacent to a park shall operate any engine powered model or toy airplane or solid fuel rocket, without the written authorization of the Director. Such Director has the discretion of determining whether or not authorization should be given based on the other activities in the area and whether or not the operator has the necessary licensing.
- (b) No written authorization shall be given for recreational drone activity in, on, or in the air space above a park owned and operated by the City of Reynoldsburg if such

drone is required to be registered with the Federal Aviation Administration under the FAA Reauthorization Act of 2018 (or as may be periodically amended)

- (1) If an owner or operator of a recreational drone obtains written authorization as provided in Subsection (A), such owner shall not fly the drone above 400 feet above ground level, outside the visual line of sight for the operator, over any group of people, and not within any controlled airspace.
- (2) "Recreational drone activity" shall be defined as the operation of any unmanned aircraft that is operated remotely for the purpose of recreation and not for any pecuniary benefit.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.19 FIREARMS & WEAPONS.

(a) Unless otherwise permitted by State law, no person, except a police officer, shall possess or discharge a firearm, deadly weapon, dangerous ordnance, air rifle, slingshot or missile throwing device.

(b) Firearms, bows and arrows, knives, air or gas guns, missiles, slingshots or other missile throwing devices or any snares or traps brought into a park may be confiscated by peace officers.

(c) Affirmative defenses to a violation of division (a) hereof are self-defense, the discharge of official duty, when otherwise authorized by law, when participating in a city sponsored Parks and Recreation program or a competition event approved by the Director of Public Safety and, if the event is to be held in municipal park, the Director of Parks and Recreation.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.21 CAMPING.

No person shall establish or maintain any camp or other temporary lodging place or sleeping place, within the park, without the specific written permit from the Director.

(Ord. 37-03. Passed 5-27-03.)

971.23 FIRES.

(a) No person shall start a fire in the park except small fires for cooking purposes in park grills.

(b) The Director may at his/her discretion prohibit fires for limited periods at any location or for any purpose when necessary for the protection of the park.

(c) The Director may provide written authorization for ceremonial or other open fires for special events or programs. The fire department for the area may require a permit to be issued for said fire.

(d) All fires shall be properly contained and extinguished by the person or persons starting or using the same before leaving the immediate vicinity of the fire.

(e) No person shall collect wood in a park for any purpose.

(f) No person shall place portable stoves or grills in shelters or on combustible picnic tables.

(g) No person shall deposit burning material or hot ashes on grass or plants, or in refuse

containers.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.25 COMMERCIAL ACTIVITIES.

- (a) No person in a park shall sell or offer for sale any article, privilege, or services unless such sales or offer is pursuant to a contract with the Department.
- (b) No person in a park shall beg, peddle, or solicit for money, a privilege or service.
- (c) No park shall be used for commercial purposes except with a permit from the Director.

(Ord. 37-03. Passed 5-27-03.)

971.27 ERECTING AND ATTACHING SIGNS.

- (a) No person shall expose, distribute, erect or place any sign, handbill, pamphlet, advertisement, circular, notice or statement and no person shall display any banner, emblem or design for the purpose of promoting commercial activity within any park without a permit issued by the director. The purpose of this section is not to prohibit or inhibit the expression of speech on public property but rather to prohibit litter within the park facilities and to preserve the aesthetic nature of the parks.
- (b) Vessels and motor vehicles with semipermanent or permanent painted or installed signs are exempt, as long as they are used for authorized recreational activities only and comply with all other rules and regulations pertaining to vessels and motor vehicles.

(Ord. 37-03. Passed 5-27-03. Ord. 61-2021. Passed 5-10-2021.)

971.29 WATER ACTIVITIES.

No person shall place any boat, canoe, raft or watercraft of any type upon or in a lake, pond, stream or other waters within the boundaries of the park without specific written permission from the Director.

(Ord. 37-03. Passed 5-27-03.)

971.30 Littering, importing of rubbish and trash prohibited and pet owner(s) responsibility.

- (a) No person shall leave, place or dispose of in any manner leaves, grass clippings, garbage, peelings of vegetables or fruit, waste, refuse, rubbish, ashes, can(s), bottle(s), wire, paper carton(s), box(es), motor vehicle or bicycle or wagon parts, furniture, glass, oil, sewage, anything of an unsightly or unsanitary nature under or upon the parks except in a receptacle designated for that purpose.
- (b) No person shall import into any area administered by the department from another place any substance described in subsection (A) of this section.
- (c) No pet owner shall fail to clean up after their pets by collecting and removing feces from park or reservoir property. Pets shall include dogs, cats, or other animals whose owners knowingly bring them into park or reservoir property.
- (d) Section 971.30(C) does not apply to the owner of or person in charge of an animal where that animal is assisting a blind or handicapped person and defecates on property, and such person either is unaware of that fact or is unable to comply with Section 971.30(C). Section 971.30(C) does not apply to law enforcement personnel in charge of

an animal which is assisting such personnel in the performance of official duties.
(Ord. 61-2021. Passed 5-10-2021.)

971.31 FIREWORKS AND EXPLOSIVES.

- (a) No person in a municipal park shall have in his/her possession or ignite any fireworks.
- (b) No person in a municipal park shall have in his/her possession or detonate any explosives or explosive devices.
- (c) All fireworks displays shall be governed by and must comply with Chapter 3743 of the Ohio Revised Code and the penalties for any violations of Chapter 3743 are to be in accordance with Ohio Revised Code Section 3743.99.

(Ord. 37-03. Passed 5-27-03.)

971.32 POLLUTION OF WATER.

No person shall place or permit to be placed in any waterway any noxious or deleterious material or any material which may affect the use or enjoyment of such waters for recreational or other park uses.

(Ord. 61-2021. Passed 5-10-2021.)

971.33 PROHIBITED ACTIVITIES.

- (a) No person in a park shall operate an all-terrain vehicle, air balloon, hang glider, or metal detector.
- (b) No person in a park shall operate a snowmobile, engage in sledding skiing or ice skating except in areas and times designated by the Director.
- (c) Gambling is prohibited unless approved by the director and pursuant to Ohio R.C. Chapter 2915.
- (d) No person shall hit a golf ball or practice golf.

(Ord. 37-03. Passed 5-27-03.)

971.35 EMPLOYEE EXEMPTIONS.

- (a) Acts of employees of the City, to the extent necessary for the performance of their authorized duties shall be exempt from the provisions of these Rules and Regulations.
- (b) The Director may from time to time designate a Department staff member or members to exercise any authority permitted him under these Rules and Regulations.

(Ord. 37-03. Passed 5-27-03.)

971.37 EJECTION FROM THE PARK.

- (a) Peace officers and Department staff members may order any person violating any of the provisions of these Rules and Regulations to leave the park and no person shall fail to obey such orders.
- (b) Any person repeatedly violating rules and regulations may lose the privilege of entering a park for a period of time as designated by the Director therein.

(Ord. 37-03. Passed 5-27-03.)

971.38 APPROVAL BY COUNCIL; DIRECTOR'S POWERS.

The Parks and Recreation Director shall announce his/her intention to act pursuant to and under the authority granted by Section 6.08 of the Charter by filing notice with the Clerk of Council. Any such action shall become effective upon the filing of such notice and shall remain in effect unless disapproved by a resolution of Council within thirty days from the first committee meeting that is held, after the filing of notice with the Clerk of Council. The powers of the Director of Parks and Recreation shall not be limited by the specific enumeration of subjects contained in this chapter.

(Ord. 15-12. Passed 3-12-12; Ord. 30-13. Passed 5-28-13.)

971.99 PENALTY.

- (a) Whoever violates Sections 971.11(a), 971.1S(g), and 971.23(a) shall be guilty of a misdemeanor in the third degree.
- (b) Whoever violates Sections 971.1S(e) and 971.19(a) shall be guilty of a misdemeanor in the first degree.
- (c) Whoever violates Sections 971.08 through 971.1S(a) or 971.16(6) shall be guilty of a minor misdemeanor except as specified in Section 509.03(e)(2).
- (d) Whoever violates section 971.1S(f) shall be subject to the penalties specified in Section 509.011(6).
- (e) Whoever violates Section 971.16(d) shall be subject to the penalties specified in Section 513.03(c).
- (f) Whoever violates Section 971.09(m) shall be subject to the penalties specified in Section 351.04(m).
- (g) Violations of any section of Chapter 971 shall be a minor misdemeanor or cause for ejection from the park unless otherwise specified in Section 971.99.

(Ord. 37-03. Passed 5-27-03.)

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 Phone****ORDINANCE REQUEST**

DATE: **December 5, 2022**

TO: **Public Service and Transportation Committee**

RE: **Stormwater Rate Increase**

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

AN ORDINANCE TO AMEND CHAPTER 958 STORMWATER CHARGES, SECTION 958.06 EQUIVALENT RESIDENTIAL UNIT ASSIGNMENT IN THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Section 958.06 Equivalent Residential Unit Assignment (ERU) of Chapter 958 Stormwater Charges be and is hereby amended in the following manner:

958.06 EQUIVALENT RESIDENTIAL UNIT ASSIGNMENT.

For the purpose stated in this chapter there is hereby charged to each Utility user and property, lot, parcel of land, building or premises (collectively, "properties") situated within the corporate limits of the City, that is tributary directly or indirectly to the stormwater system, Utility Service Charges determined as provided in this section.

Clerk of Council

Mollie Prasher

7232 East Main Street

Reynoldsburg OH 43068

614-322-6836 Phone

All properties having impervious area within the City shall be assigned an ERU, or a multiple thereof, which will be at a minimum one ERU.

All improved single-family residential properties are assigned one ERU. A flat rate will apply to all single-family residential properties. All improved single-family residential properties are determined to include impervious area typical of a single-family residence.

All properties having an impervious area which are not improved single-family residential properties are to be assigned by the City Engineer an ERU multiple based upon the properties' estimated impervious area (in square feet) divided by 2,530 square feet (one ERU). This division will be calculated to the second decimal place and rounded according to mathematical convention to the nearest whole ERU.

The Utility Service Charge is ~~\$6.24~~ \$6.36 per month per ERU, which shall be effective from and after January 1, 2023.

SECTION 2. That existing Section 958.06 of Chapter 958 be and is hereby amended.

SECTION 3. That this Ordinance is deemed to be an emergency measure for the financial needs of the City to ensure the effective date of January 1, 2023. Wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: December 5, 2022

TO: Public Service and Transportation Committee

RE: Amend Code Chapter 949, Section 949.07

Approval:

Skipped Joe Begeny	Skipped Chris Shook	Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

949.07 WATER METER SERVICE FEE.

When a permit is issued for a water service connection or a change in meter size, the meter shall be installed by the City on all meters up to and including one and one-half inch. Where the meter is two inches or larger, the meter shall be installed by the applicant, under the inspection and approval of the Water Department. The fees on the meters shall be:

<i>Size of Meter (inches)</i>	<i>Fee</i>
5/8 x 3/4"	Cost plus 50 percent
3/4 1" to 1 1/2" inclusive	Cost plus 38 percent
2" to 6" to 12" inclusive	Cost plus 20 percent

All water meters, shall be maintained by and remain the property of the City.

(Ord. 4-84. Passed 1-9-84.)

AN ORDINANCE TO AMEND CHAPTER 949 WATER REGULATIONS, SECTION 949.07 WATER METER SERVICE FEE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

WHEREAS, the cost to the City for the purchase of meters, meter pits, and other related equipment has increased causing the needs to increase the cost of the City's meter service fees.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Chapter 949 Water Regulations, Section 949.07 Water Meter Service Fee of the Code of Ordinances for the City of Reynoldsburg be and is hereby amended to read as follows:

949.07 WATER METER SERVICE FEE.

When a permit is issued for a water service connection or a change in meter size, the meter shall be installed by the City on all meters up to and including one and one-half inch. Where the meter is two inches or larger, the meter shall be installed by the applicant, under the inspection and approval of the Water Department. The fees on the meters shall be:

<i>Size of Meter (inches)</i>	<i>Fee</i>
5/8 x 3/4	Cost plus 50 percent
1 to 1 1/2 inclusive	Cost plus 38 percent
2 to 6-12 inclusive	Cost plus 20 percent

~~All water meters, shall be maintained by and remain the property of the City.~~

~~(Ord. 4-84. Passed 1-9-84; Ord. 113-17. Passed 10-9-17.)~~

~~SECTION 2. That existing Section 949.07 Water Meter Service Fee be and is hereby amended.~~

~~SECTION 3. That this Ordinance is deemed to be an emergency measure for the financial needs of the City to ensure the effective date of January 1, 2023. Wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.~~

City of Reynoldsburg

Date

Year

New Price Quote Jan 2023 # 34335

29-Nov

2022

New price quote to our customer for 2023 these amounts are what we pay!

Department Water/Wastewater

Location 1615 Truro Dr

Item #	Quantity	Unit	#/Unit/Part	Description	Unit Price	Total
1	0	lpearl	I1S5GLXX	5/8" Meter	\$ 126.63	-
2	0	lpearl	I2S5GLXX	3/4" Meter	\$ 126.63	-
2a	0	PODS	SM50546439005	Pods W/25' 3 Wire	\$ 24.95	-
3	0	lpearl	I4S5GLXX	1" Meter	\$ 163.91	-
4	0	T-PADS	SM50520600001	Touch pads	\$ 21.49	-
4a	0	T-PADS	SM50520600001	Touch pads	\$ 4.28	-
5	0	R-2	R11XXXXG8GAXX	1.5" Omni Meter N/A	\$ -	-
6	0	R-2	R21XXXXG8GAXX	2" Omni Meter N/A	\$ -	-
7	0	C-2	C11XXXXG1GAOX	1.5" Omni Meter	\$ 1,248.50	-
8	0	C-2	C23XXXXG1GAOX	2" Omni Meter	\$ 1,442.81	-
9	0	C-3	C33XXXXG1GAOX	3" Omni Meter	\$ 1,683.74	-
10	0	C-2	C43XXXXG1DAOX	4" Omni Meter	\$ 2,838.80	-
11	0	C-2	C63XXXXG1DAOX	6" Omni Meter	\$ 4,548.53	-
12	0	C-2	C81XXXXG1DAOX	8" Omni Meter	\$ 7,623.99	-
13	0	C-2	CA1XXXXG1DAOX	10" Omni Meter	\$ 9,837.40	-
14	0	T-2	T11XXXXG1GAOX	1.5 Omni Meter	\$ 722.13	-
15	0	T-2	T21XXXXG1GAOX	2" Omni Meter	\$ 866.99	-
16	0	T-2	T31XXXXG1GAOX	3" Omni Meter	\$ 1,143.65	-
17	0	T-2	T41XXXXG1DAOX	4" Omni Meter	\$ 2,227.22	-
18	0	T-2	T61XXXXG1DAOX	6" Omni Meter	\$ 3,827.10	-
19	0	T-2	T81XXXXG1DAOX	8" Omni Meter	\$ 6,476.29	-
20	0	T-2	TA1XXXXG1DAOX	10" Omni Meter	\$ 8,443.76	-
21	0	F-2	F4C	4" Omni Meter	\$ 6,500.47	-
22	0	F-2	F6C	6" Omni Meter	\$ 8,651.57	-
23	0	F-2	F8C	8" Omni Meter	\$ 12,952.57	-
24	0	F-2	F10C	10" Omni Meter	\$ 18,527.10	-
25	0	TR/PL	ER3	SRII & ACCUSTREAM	\$ 57.80	-
26	0	ECR	ER1	SRII & ACCUSTREAM	\$ 50.65	-
27	0	TR	5390753739604M3	TOUCH READER	\$ 502.41	-
28	0	M510M	5396353751201MI	MXU'S NOT PIT SINGLE	\$ 126.07	-
29	0	M520M	5396353752201MI	MXU'S PIT SINGLE	\$ 147.08	-
30	0	M520M	5396353752203MI	MXU'S PIT DUAL PORT	\$ 183.86	-
31	0	M520M	539635375120MI	MXU'S NOT PIT DUAL PORT	\$ 173.35	-
32	0	5/8" MTR	V1VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 463.50	-
33	0	3/4" S MTR	V2VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 463.50	-
34	0	3/4" MTR	V3VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 489.25	-
35	0	FL7501	5390753775001 HHD	16GB 2G RAM GPS 4G/LTE	\$ 8,502.65	-
36	0	FL7502	5390753775002 HHD	16GB 2G RAM GPS 4G/LTE/RF	\$ 11,690.50	-
37	0	FL6001	DOC5390731300005	DOCKING STATION	\$ 927.00	-

Attachment: 2023 Sensus price quote 34335 figured without Ord. 949.07 (Amend Code Chapter 949, Section 949.07)

38	0	SMPCL2 AY	CL5396353704418	SMART POINT COM LINK	\$ 561.35	-
39	0	AG6590	AG5390753765901	AUTOGUN AY CPLT BLUET	\$ 1,339.00	-
40	0	SFTWR	SW5395454700154	ARWIN HHMR MDLE	\$ -	-
Total						-

figured by PAUL HELLMAN

Page 1 of 1

Date

Attachment: 2023 Sensus price quote 34335 figured without Ord. 949.07 (Amend Code Chapter 949, Section 949.07)

City of Reynoldsburg

New Price Quote Jan 2023 # 34335

Date

29-Nov

Year

2022

New price quote to our customer for 2023 these amounts are what they pay!

Department Water/Wastewater

Location 1615 Truro Dr

Item #	Quantity	Unit	#/Unit/Part	Description	Unit Price	Total
1	0	lpearl	I1S5GLXX	5/8" Meter	\$ 189.95	-
2	0	lpearl	I2S5GLXX	3/4" Meter	\$ 189.95	-
2a	0	PODS	SM50546439005	Pods W/25' 3 Wire	\$ 32.24	-
3	0	lpearl	I4S5GLXX	1" Meter	\$ 226.20	-
4	0	T-PADS	SM50520600001	Touch pads	\$ 30.72	-
4a	0	T-PADS	SM50520600001	Touch pads	\$ 6.24	-
5	0	R-2	R11XXXXG8GAXX	1.5" Omni Meter	\$ 485.10	-
6	0	R-2	R21XXXXG8GAXX	2" Omni Meter	\$ 680.61	-
7	0	C-2	C11XXXXG1GAOX	1.5" Omni Meter	\$ 1,722.93	-
8	0	C-2	C23XXXXG1GAOX	2" Omni Meter	\$ 1,731.37	-
9	0	C-3	C33XXXXG1GAOX	3" Omni Meter	\$ 2,020.49	-
10	0	C-2	C43XXXXG1DAOX	4" Omni Meter	\$ 3,406.56	-
11	0	C-2	C63XXXXG1DAOX	6" Omni Meter	\$ 5,458.24	-
12	0	C-2	C81XXXXG1DAOX	8" Omni Meter	\$ 9,148.79	-
13	0	C-2	CA1XXXXG1DAOX	10" Omni Meter	\$ 11,804.88	-
14	0	T-2	T11XXXXG1GAOX	1.5 Omni Meter	\$ 996.54	-
15	0	T-2	T21XXXXG1GAOX	2" Omni Meter	\$ 1,040.38	-
16	0	T-2	T31XXXXG1GAOX	3" Omni Meter	\$ 1,372.38	-
17	0	T-2	T41XXXXG1DAOX	4" Omni Meter	\$ 2,672.66	-
18	0	T-2	T61XXXXG1DAOX	6" Omni Meter	\$ 4,592.52	-
19	0	T-2	T81XXXXG1DAOX	8" Omni Meter	\$ 7,771.55	-
20	0	T-2	TA1XXXXG1DAOX	10" Omni Meter	\$ 10,132.51	-
21	0	F-2	F4C	4" Omni Meter	\$ 7,800.56	-
22	0	F-2	F6C	6" Omni Meter	\$ 10,381.88	-
23	0	F-2	F8C	8" Omni Meter	\$ 15,543.08	-
24	0	F-2	F10C	10" Omni Meter	\$ 22,232.52	-
25	0	TR/PL	ER3	SRII & ACCUSTREAM	\$ 69.36	-
26	0	ECR	ER1	SRII & ACCUSTREAM	\$ 75.98	-
27	0	TR	5390753739604M3	TOUCH READER	\$ 602.89	-
28	0	M510M	5396353751201MI	MXU'S NOT PIT SINGLE	\$ 189.11	-
29	0	M520M	5396353752201MI	MXU'S PIT SINGLE	\$ 220.62	-
30	0	M520M	5396353752203MI	MXU'S PIT DUAL PORT	\$ 275.79	-
31	0	M520M	539635375120MI	MXU'S NOT PIT DUAL PORT	\$ 260.03	-
32	0	5/8" MTR	V1VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 695.25	-
33	0	3/4" S MTR	V2VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 695.25	-
34	0	3/4" MTR	V3VPX3XSGAD ALLY	RSV .1G 3TS 8WHL1A SMART	\$ 733.88	-
35	0	FL7501	5390753775001 HHD	16GB 2G RAM GPS 4G/LTE	\$ 8,502.65	-
36	0	FL7502	5390753775002 HHD	16GB 2G RAM GPS 4G/LTE/RF	\$ 11,690.50	-
37	0	FL6001	DOC5390731300005	DOCKING STATION	\$ 927.00	-

Attachment: 2023 Sensus price quote figured with Ord. 949.07 (Amend Code Chapter 949, Section 949.07)

38	0	SMPCL2 AY	CL5396353704418	SMART POINT COM LINK	\$ 561.35	-
39	0	AG6590	AG5390753765901	AUTOGUN AY CPLT BLUET	\$ 1,339.00	-
40	0	SFTWR	SW5395454700154	ARWIN HHMR MDLE	\$ -	-
Total						-

figured by PAUL HELLMAN

Page 1 of 1

Date

Attachment: 2023 Sensus price quote figured with Ord. 949.07 (Amend Code Chapter 949, Section 949.07)

City Attorney's Office**Chris Shook****7232 E. Main Street****Reynoldsburg OHIO 43068****6143226869 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: Minority-Female-Veteran Business-Owned Grants

Approval:

Completed Joe Begeny	Skipped Chris Shook	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

This Ordinance is to establish the Female, Minority, and Veteran Owned Business Grant for 2023 and Authorizing Expenditures made for 2022. The program was created in 2021 in the spirit and intent of uplifting our minority owned, female, and veteran led businesses.

Statement of necessity for Emergency passage: For the purpose of providing grant opportunities at the earliest available date.

AN ORDINANCE AUTHORIZING THE MAYOR TO ESTABLISH A PROCESS AND ELIGIBILITY REQUIREMENTS FOR A GRANT PROGRAM DIRECTED TOWARD FEMALE, MINORITY, AND VETERAN OWNED NEW BUSINESSES IN THE CITY OF REYNOLDSBURG, APPROPRIATING FUNDS, AND DECLARING AN EMERGENCY

WHEREAS, the City of Reynoldsburg strives to make a more inclusive and diverse community;
and

City Attorney's Office**Chris Shook****7232 E. Main Street****Reynoldsburg OHIO 43068****6143226869 Phone**

WHEREAS, the City recognizes and appreciates our local heritage and understands the need to preserve and enhance its character and style; and

WHEREAS, the City continues to look for ways to grow and expand new and existing businesses within Reynoldsburg; and

WHEREAS, Reynoldsburg understands the financial obstacles placed on minority, female, and veteran owned businesses when first starting their new business; and

WHEREAS, in 2022, the City provided total grant funding to minority, female, and veteran owned businesses in the amount of \$52,687.15.

WHEREAS, the City expanded the minority, female, and veteran owned grant program in 2022 to include a dollar-for-dollar grant to these business for qualifying improvements, which Council hereby ratifies, and extends to the grants to be issued for 2023; and

WHEREAS, it is the City's intent to provide these grant opportunities to lift up our community to build a more diverse Reynoldsburg.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the Mayor is directed to establish the 2023 grant program and set necessary criteria to provide assistance to female, minority, and veteran owned businesses to establish new businesses and expand existing small businesses within the City of Reynoldsburg, which shall include \$1.00 for every \$1.00 of qualifying improvement up to a maximum of \$10,000.00.

SECTION 2. That expenditures from the grant program from the year 2022 in the amount of \$1.00 for every \$1.00 of qualifying improvements is hereby ratified and approved by this Council.

City Attorney's Office**Chris Shook****7232 E. Main Street****Reynoldsburg OHIO 43068****6143226869 Phone**

SECTION 3. That the amount of \$100,000.00 shall be appropriated to account number 206.000.5529 Miscellaneous Distributions from the America Rescue Plan Act Fund (206) to finance the Reynoldsburg Female, Minority, Veteran New Business Grant Program.

SECTION 4. This Ordinance is deemed to be an emergency in order to distribute funding as quickly as possible; whereby upon passage by Council and signature of the Mayor, this Ordinance will be in effect.



Minority and Women Owned Business (MWOB) Grant

Minority-Women Owned Business Grant (MWOB) is designed to assist new business or expanding businesses within Reynoldsburg. The hope is to diversify, and improve our commercial offerings for the betterment of Reynoldsburg as a whole. The program was created in 2021 in the spirit, and intent of the lifting our minority owned, or female led businesses.

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

Eligible Geography: All Commercial Business areas, as outlined in the Reynoldsburg Zoning Code.

Eligible Participants: Owners of for-profit businesses, non-profit or not-for-profit activities within the City may apply for an MWOB 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. 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 be in compliance with all applicable zoning, building and property maintenance standards.

Eligible Projects: Eligible projects are generally categorized into three 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. Greenfield Development:
 - New construction for a new business.

2. Redevelopment/Expansion:
 - Redevelopment, Renovations, or expansion of an existing structure within the City.
3. Infill Development:
 - New Construction within a defined area of development within the City boundaries.

Funding: Project funds are provided as a reimbursement and matched for qualifying projects at a rate of \$1.00 per \$1.00. The maximum award per business shall not exceed \$10,000. This is a one-time grant opportunity, and once awarded, may not be eligible for re-application. 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 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 Reynoldsburg is not liable for any tax implications resulting from the extension of this grant through the Minority-Women Owned Business Grant. See your tax advisor for clarification. The distribution of funds will be made in accordance with the guidelines stipulated by the administration of the City of Reynoldsburg.

Conflict of Interest: No official, employee or agent of the City shall have any personal interest, either direct or indirect, in the MWOB program, nor shall any such official, employee or agent participate in any decision relating to the MWOB 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 MWOB funding.

Project Monitoring: Grant recipients must agree to allow any duly authorized representatives of the City of Reynoldsburg, 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 614-322-6807 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, 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.

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.

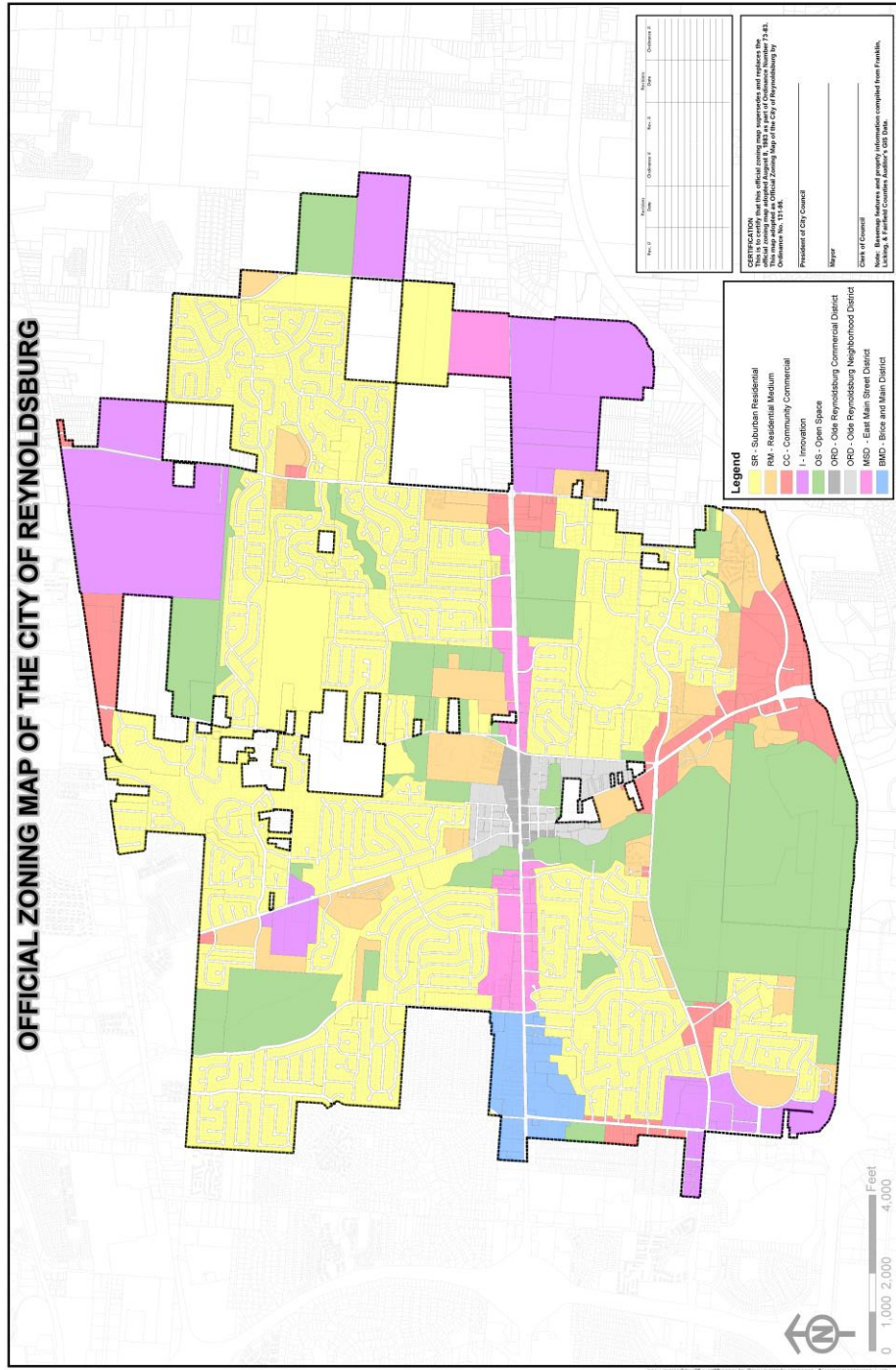
STEP 4 Permits Obtained: Participants in the grant program agree to obtain all necessary permits prior to the commencement of work and comply with all Reynoldsburg Ordinances.

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.

Exhibit 1-A



Development Department

Eric Meyer
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE: **December 5, 2022**

TO: **Development, Parks and Recreation Committee**

RE: **OHM Contract for Planning Services**

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
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AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH OHM FOR PLANNING SERVICES

WHEREAS, the Mayor and Economic Development Department have determined the need for additional planning services; and

WHEREAS, the city intends to utilize OHM to assist with the Planning and Zoning Board review and zoning code update; and

WHEREAS, this Ordinance will direct OHM to complete planning services; and

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the Mayor be and is hereby authorized to enter into contract with OHM in the amount not to exceed \$78,000.00 for planning services.

Development Department**Eric Meyer****7232 E. Main Street****Reynoldsburg OHIO 43068****Phone**

SECTION 2. That these funds were included in the 2023 Budget and will be appropriated from account number 110.580.5331 Engineering/Architecture.

SECTION 3. Upon adoption by Council, this Ordinance shall be in effect thirty days upon the signature of the Mayor.

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 Phone****ORDINANCE REQUEST**

DATE: **December 5, 2022**

TO: **Development, Parks and Recreation Committee**

RE: **Amend Chapter 101, Section 101.02 General Definitions**

Approval:

Completed Joe Begeny	Completed Chris Shook	Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

AN ORDINANCE TO AMEND CHAPTER 101 CODIFIED ORDINANCES, SECTION 101.02 GENERAL DEFINITIONS - ADMINISTRATIVE CODE FOR THE CITY OF REYNOLDSBURG, OHIO

WHEREAS, during the recent 2022 General Election, the voters of the City of Reynoldsburg approved a Charter amendment to combine the Planning Commission and the Board of Zoning and Building Appeals into one board to be called the Planning and Zoning Board; and

WHEREAS, the Codified Ordinances of the City of Reynoldsburg (the "Code") must be amended to incorporate the appropriate changes as approved by the voters; and

WHEREAS, in order to most efficiently update the Code to reflect the will of the voters, Section 101.02 shall be amended to clearly state that any and all references to the Planning Commission and/or Board of Building and Zoning Appeals in the Code are interpreted to mean the "Planning and Zoning Board."

Clerk of Council**Mollie Prasher****7232 East Main Street****Reynoldsburg OH 43068****614-322-6836 Phone**

WHEREAS, further changes to the Code necessitated by the will of the voters with their Charter amendment approvals shall be reviewed by City staff and submitted to Council in a timely manner.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Chapter 101 Codified Ordinances, Section 101.02 General Definitions - Administrative Code shall be amended as follows:

See Exhibit "A" attached hereto and incorporated herein.

SECTION 2. That this Ordinance is to be deemed an emergency measure necessary for the financial needs of the City; wherefore upon adoption by the Council, this Ordinance shall be in effect upon the signature of the Mayor.

EXHIBIT A

101.02 GENERAL DEFINITIONS.

As used in the Codified Ordinances, unless another definition is provided or the context otherwise requires:

- (a) "And" may be read "or", and "or" may be read "and", if the sense requires it.
- (b) "Another," when used to designate the owner of property which is the subject of an offense, includes not only natural persons but also every other owner of property.
- (c) "Bond" includes an undertaking.
- (d) "Child" includes child by adoption.
- (e) "Council" means the legislative authority of the Municipality.
- (f) "County" means Franklin or Licking or Fairfield as applicable to that portion of the City located therein.
- (g) "Fire Chief" shall include the Chief of the Fire Department if such Fire Department has been established in the Municipality, and shall include the Fire Prevention Officer if no Fire Department has been established in the Municipality.
- (h) "Imprisoned" shall have the same meaning as in Ohio R.C. 1.05.
- (i) "Internet" means the international computer network of both federal and non-federal interoperable packet switched data networks, including the graphical subnetwork known as the world wide web.
- (j) "Keeper" or "proprietor" includes all persons, whether acting by themselves or as a servant, agent, or employee.
- (k) "Land" or "real estate" includes rights and easements of incorporeal nature.
- (l) "Legislative authority" means the legislative authority of the Municipality.
- (m) "May" is permissive.
- (n) "Municipality" or "City," means the City of Reynoldsburg, Ohio.
- (o) "OAC" refers to the Ohio Administrative Code.
- (p) "Oath" includes affirmation; and "swear" includes affirm.
- (q) "Ohio R.C.," "ORC" or "Revised Code" refers to the Ohio Revised Code.
- (r) "Owner," when applied to property, includes any part owner, joint owner, or tenant in common of the whole or part of such property.

- (s) "Person" includes an individual, corporation, business trust, estate, trust, partnership, and association.
- (t) "Personal property" includes all property except real property.
- (u) "Plan of sewerage," "system of sewerage," "sewer," and "sewers" includes sewers, sewage disposal works and treatment plants, and sewage pumping stations, together with facilities and appurtenances necessary and proper therefor.
- (v) "Premises," as applied to property, includes land and buildings.
- (w) "Property" includes real, personal, mixed estates, and interests.
- (x) "Public authority" includes boards of education; the Municipal, County, State, or Federal government, its officers, or an agency thereof; or any duly authorized public official.
- (y) "Public place" includes any street, sidewalk, park, cemetery, school yard, body of water or watercourse, public conveyance, or any other place for the sale of merchandise, public accommodation, or amusement.
- (z) "Real property" includes lands, tenements, and hereditaments.
- (aa) "Registered mail" includes certified mail; and "certified mail" includes registered mail.
- (bb) "Shall" is mandatory.
- (cc) "Sidewalk" means that portion of the street between the curb line and the adjacent property line intended for the use of pedestrians.
- (dd) "State" means the State of Ohio.
- (ee) "Street" includes alleys, avenues, boulevards, lanes, roads, highways, viaducts, and all other public thoroughfares within the Municipality.
- (ff) "Tenant" or "occupant," as applied to premises, includes any person holding a written or oral lease, or who actually occupies the whole or any part of such premises, alone or with others.
- (gg) "Undertaking" includes a bond.
- (hh) "Week" means seven consecutive days.
- (ii) "Whoever" includes all persons, natural and artificial; partners; principals, agents, and employees; and all officials, public or private.
- (jj) "Writing" includes printing.
- (kk) "Written" or "in writing" include any representation of words, letters, symbols, or figures; this provision does not affect any law relating to signatures.
- (ll) "Year" means twelve consecutive months.

~~(H)~~(mm) Any and all references in these Codified Ordinances to either the “Planning Commission,” “Board of Building and Zoning Appeals”, and/or “BZBA” shall be interpreted to refer to the “Planning and Zoning Board” as established by Section 7.01 of the Charter of the City of Reynoldsburg, and all adjudicative and appellate powers and responsibilities of the “Planning Commission,” “Board of Building and Zoning Appeals,” and/or “BZBA” shall hereinafter be exercised by the Planning and Zoning Board. Any and all appeals from any decision of the Planning and Zoning Board shall be filed in an appropriate court of jurisdiction as allowed by Ohio R.C. Chapter 2506.

(ORC 1.02, 1.05, 1.44, 1.59, 701.01

Street/Stormwater Department

Keith Kundtz

614-322-5800 Phone

ORDINANCE REQUEST

DATE: December 5, 2022

TO: Public Service and Transportation Committee

RE: Agreement with Franklin Soil & Water for 2023. Funding will be from the 2023 Storm Water budget.

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
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This legislation will authorize an agreement with the Franklin Soil and Water Conservation District for 2023.

Please see the attached draft agreement for all of the relevant information.

This working agreement covers a reporting period starting January 1, 2023 and expires on December 31, 2023. The agreement is subject to the limitations of authorities, resources and policies of the Franklin Soil and Water Conservation District and the City of Reynoldsburg (the City).

1) Staff will provide watershed coordination assistance including:

- o In coordination with the City, write grants and secure funding for implementation projects in Headwaters Blacklick Creek watershed and the City of Reynoldsburg to help reduce the negative impacts of the streams in this watershed on the City of Reynoldsburg and enhance their positive contributions.

Street/Stormwater Department

Keith Kundtz

614-322-5800 Phone

- o Pursue implementing stormwater runoff mitigation projects and other restoration efforts in the Dysart Run watershed particularly.
- o Assist in reviewing legislation and regulations related to stream impacts on landowners and stormwater.
- o Highlight as appropriate stormwater mitigation and stream restoration projects in Reynoldsburg through written materials, presentations and tours.
- o Provide assistance to residents as requested and appropriate.

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN
INTERGOVERNMENTAL WORKING AGREEMENT WITH FRANKLIN SOIL AND
WATER CONSERVATION DISTRICT TO SUPPORT THE BIG WALNUT
WATERSHED COORDINATOR PROGRAM ADMINISTERED BY FRANKLIN SOIL
AND WATER CONSERVATION DISTRICT IN COORDINATION WITH AND
SUPPORT FROM MORPC AND THE STATE WATERSHED PROGRAMS WITH
ODNR AND OHIO EPA**

WHEREAS, the City Reynoldsburg has an annual contract with the Franklin County Soil and Water Conservation District to benefit the City's stormwater management permit compliance regarding public education and outreach, post construction and overall stormwater management practices.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the Mayor be and is hereby authorized to enter into an Intergovernmental Working Agreement with Franklin Soil and Water Conservation District to support the Big Walnut Watershed Coordinator Program administered by Franklin Soil and Water Conservation District at a cost of \$26,400.00.

SECTION 2. That upon adoption by Council, this Ordinance shall be in effect thirty days following the signature of the Mayor.



Franklin Soil and Water Conservation District

Creating Conservation Solutions for Over 70 Years

This working agreement covers a reporting period starting January 1, 2023 and expires on December 31, 2023. The agreement is subject to the limitations of authorities, resources and policies of the Franklin Soil and Water Conservation District and the City of Reynoldsburg (the City).

Franklin Soil & Water will provide the following services for the City:

Watershed Coordination for Big Walnut Watershed

These items benefit the City's stormwater management permit compliance with public education and outreach, post construction and overall stormwater management program management.

Staff will provide watershed coordination assistance which may include:

- 1) In coordination with the City, write grants and secure funding for implementation projects in Headwaters Blacklick Creek watershed and the City to help reduce the negative impacts of the streams in this watershed in the City and enhance their positive contributions.
- 2) Pursue implementing stormwater runoff mitigation projects and other restoration efforts in the Dysart Run watershed particularly.
- 3) Assist in reviewing legislation and regulations related to stream impacts on landowners and stormwater.
- 4) Assist with promoting Community Backyards and Rain Garden Cost Share including possibly a display at the Tomato Festival.
- 5) Highlight as appropriate stormwater mitigation and stream restoration projects in the City through written materials, presentations and tours.
- 6) Provide assistance to residents as requested and appropriate.



- 7) Assist with compiling the Annual Report to Ohio EPA for 2022. This will include providing guidance, gathering materials and entering data into the OEPA database as needed and requested.
- 8) Provide an overview of permit requirements and guidance with updating stormwater management plan as needed.
- 9) As resources allow, review stormwater utility for opportunities and develop stormwater messaging for storm drains and yard waste in Nepali.

Minimum Control Measure No. 1 & 2:

Public Education and Outreach; Public Participation and Involvement

- 1) Provide stormwater and natural resource education updates to interested residents through newsletters, factsheets and website. Provide community PR staff, including Keith Kundtz and William Dorman, text, graphics and videos that can be used for newsletter articles, brochures, website and social media.
- 2) Contact 713 (7130/2/5) students K-12 through educational programs and materials. Education programs are targeted to stormwater and water quality. Work with City staff to increase contacts and programming within Reynoldsburg Schools.
- 3) Provide the City with Water Quality Partnership materials to reach out to City businesses. Target businesses with information on the community's stormwater program as well as actions they can take to improve water quality runoff. Businesses can sign a pledge for and commit to actions that will support the City's stormwater program goals. Participating businesses will receive a water quality partner window cling, periodic educational information and recognition on Franklin Soil and Water Conservation District's website. Staff will also continue outreach to remaining businesses who have signed up as community water quality partners.
- 4) Support developer outreach through Franklin Soil and Water Conservation District. The City will receive recognition in our Urban Review Newsletter that goes out about three times a year, in advertising for webinars and stormwater roundtables about 5 times a year. We will be sure to provide the MS4 community with a progress report for their Annual Report.
- 5) Staff will implement community backyard conservation incentive program. Participating residents will attend a storm water education workshop or participate in an online presentation. For their participation they will be eligible to receive up to a \$50.00 reimbursement for a rain barrel, compost bin or trees and plants. Up to \$1,000.00 in reimbursements will be available to residents. This program will be promoted at one community workshop.
- 6) Staff will implement the Pick Up Poop program (PUP). Educational information will be provided to pet owners on the impacts of pet waste on stormwater using materials and messaging developed by Northeast Ohio Sewer District and the City of Columbus. The



program will involve hot cards to explain the program, program display signs, a program webpage on Franklin Soil and Water's website, online and paper pledge forms for residents, and pet waste disposal bags with dispenser for program promotion and as an incentive for completing the pledge.

- 7) Promote rain gardens and offer up to 2 rain garden cost shares for residents, schools or businesses. This may include advertising, tours or public rain garden maintenance as well as \$500 in rebates provided in 2019 for rain garden cost share.

Minimum Control Measure No. 5: Post Construction

1) Work with the City to prioritize approximately 6 basins for a more in-depth study. Staff will conduct field inspections to determine physical conditions of ponds and structures. Staff will visually inspect and document structures, vegetation, and other indicators of basin functionality. In addition, staff will collaborate with Fairfield Soil and Water Conservation District to determine basin depths with the use of a Hydrone. This will allow for an accurate representation of the three-dimensional geometry of the basins.

In addition to documenting the physical conditions of the basins, Franklin Soil and Water will provide the City with the data collected and mapped, analysis of the data, and recommendations for maintenance prioritization of the basins.

Minimum Control Measure No. 6: Good Housekeeping

- 1) Provide a Good Housekeeping Workshop to City staff.

Compensation:

The City shall compensate Franklin Soil and Water in the form of a grant in the amount of \$26,400. Funds will be expended as needed to meet the grant agreement and support Soil and Water's current mission and goals.

A list of services provided will be maintained by Franklin Soil and Water. A biannual report shall be provided to the City that will include: Activities completed in that 6-month period; and comparison of services provided and services anticipated.

In the event that assistance exceeds or is less than the estimated numbers for programs provided, the next year's grant will be adjusted accordingly to compensate for the previous year's numbers. Franklin Soil and Water reserves the right to request additional support for the current year if a request from the City is outside of this grant agreement and cannot be met with existing resources. If both parties agree that the amount of assistance provided is on target or close to target, the next year's grant will be calculated solely on anticipated assistance needed.

It is Mutually Agreed:



That Franklin Soil and Water is a conservation technical and educational service agency and therefore is not granted regulatory authority in the Ohio Revised Code.

That the City and Franklin Soil and Water will meet when necessary to review and coordinate activities and programs related to working agreement.

That credit will be given jointly to Franklin Soil and Water and the City on products developed as part of this working agreement.

That this working agreement may be amended or terminated at any time by mutual consent of both parties, and that the agreement may be terminated by either party giving sixty (60) days notice in writing to the other.

SIGNATURES

The signatures below certify consent on the above agreement.

FRANKLIN SOIL AND WATER CONSERVATION DISTRICT

Signature	Title	Date
-----------	-------	------

CITY OF REYNOLDSBURG

Signature	Title	Date
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ESTIMATED COSTS FOR REYNOLDSBURG GRANT

ACTIVITY		Cost Estimate
Watershed Coordination		
Watershed Coordination Support	Provide support for watershed projects to benefit water quality, stream function and stormwater management, as well as provide assistance in complying with Ohio EPA permit and Annual Report.	\$10,200
MCM 1&2		
Stormwater updates and draft text for articles in newsletters or as requested.	General Support	\$850
Student Programming Contacts	Stormwater education programming provided to 713 students.	\$3,300
Water Quality Partnership	Provide program materials for City businesses and support to business completing pledges.	\$1,150
Developer Outreach	Support and receive credit for developer outreach efforts through Franklin Soil and Water.	\$1,500
Community Backyards	Promote community backyards program within the City, through website, press release, and social media. One workshop will also be organized and advertised in partnership with the City. (\$1000 for rebates \$600 for workshop and \$1200 for program administration)	\$2,800
PUP Program	Educational information will be provided to pet owners on the impacts of pet waste on stormwater using materials and messaging (\$1,000 from 2022 will rollover to 2023.)	\$0
Rain Garden Support	Support for rain garden promotion and maintenance. \$500 for rain garden cost share included from 2019.	\$500
MCM 5		
Basin Assessment	6 basin assessments to determine basin depths and report findings	\$5,500
MCM 6		
Good Housekeeping Workshop	Develop and provide a good housekeeping workshop to City staff.	\$600
TOTAL		\$26,400

Attachment: Reynoldsburg Working Agreement 2023_Final (003) (Agreement with Franklin Soil & Water for 2023)



Human Resources Dept.**Sandra Boller****7232 E. Main Street****Reynoldsburg OHIO 43068****614-322-6868 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: 2022 Budget Appropriation

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

**AN ORDINANCE TO MAKE FINAL APPROPRIATIONS FOR EXPENSES AND
OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO,
DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, AND DECLARING AN
EMERGENCY**

WHEREAS, appropriations are required effective January 1, 2023 to provide for the expenses and other expenditures associated with the operation of the City of Reynoldsburg for the fiscal year ending December 31, 2023.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That appropriations are hereby made in the General Fund (110):

Human Resources Dept.

Sandra Boller

7232 E. Main Street

Reynoldsburg OHIO 43068

614-322-6868 Phone

Department	#	Personal Services	Supplies	Services	Debt	Other	Capital Purchases	2023 Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
TRANSFERS	110	0	0	0			0	0
POLICE	111	13,246,529	497,750	863,300			573,000	15,180,579
MECHANIC	290	168,318	143,200	52,300				363,818
PARKS & RECR.	340	1,432,726	297,091	443,518			240,000	2,413,335
SENIOR CENTER	343	186,530	12,945	26,160			0	225,635
COMMUNITY EVENTS	344	216,465	41,300	423,500			1,000	682,265
SERVICE	448	936,733	31,550	885,600			3,000	1,856,883
BUILDING	479	938,849	18,000	131,500			80,000	1,168,349
MAYOR	522	357,743	1,450	71,200			5,000	435,393
CIVIL SERVICE	534	76,315	3,500	38,800				118,615
CITY AUDITOR	545	531,270	4,500	127,520				663,290
CITY ATTORNEY	554	653,457	7,400	129,750			6,500	797,107
CITY COUNCIL	571	207,645	2,600	48,400			2,500	261,145
DEVELOPMENT	580	352,624	3,750	439,700			5,000	801,074
HUMAN RE.	582	233,474	20,000	46,250			3,000	302,724
COMPUTER	584		13,000	784,000			615,000	1,412,000
CLERK OF COURTS	593	327,669	4,600	89,900			2,000	424,169
GENERAL ADMIN.	595	269,917	7,000	919,750			60,000	1,256,667
PUBLIC HEALTH	810			393,000				393,000
GENERAL FUND		20,136,264	1,109,636	5,914,148	0	0	1,596,000	28,756,048

SECTION 2. That the appropriations are hereby made in the following funds:

Human Resources Dept.

Sandra Boller

7232 E. Main Street

Reynoldsburg OHIO 43068

614-322-6868 Phone

Fund	#	Personal	Supplies	Services	Debt	Other	Capital	2023
		Services					Purchases	Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
INCOME TAX	220	139,172	2,000	90,525		910,000		1,141,697
COURT COMPUTER	211		15,000	51,500			0	66,500
STREET	260	801,373	357,200	215,460			414,223	1,788,256
STATE HIGHWAY	270		70,000	37,000				107,000
COPS IN SCHOOL	282							0
LAW ENFORCEMENT	290							0
DRUG ENFORCEMENT	291							0
SAFETY BELT PROG	292							0
DUI/EDUCATION	293							0
FEDERAL FORFEITURE	294							0
LAW ENFORC/ASST	295							0
EDWARD BYRNE	297							0
WATER	710	605,811	253,500	6,427,450	256,750		548,500	8,092,011
WASTEWATER	720	555,696	130,500	6,475,250	0		488,500	7,649,946
STORM WATER	740	335,278	65,600	1,140,540	125,650		0	1,667,068
REFUSE COLL.	750		2,000	2,624,000				2,626,000
PERMISSIVE LIC.	230							0
POLICE PENSION	240	300,000				4,000		304,000
SEWER CAPACITY	250			250				250
GENERAL DEBT	310				2,644,910			2,644,910
S. A. DEBT	320							0
TAYLOR SQ. DEBT	330				567,005			567,005
EMPLOYEE FUND	690							0
JEDD1	941			500,000				500,000
JEDD2	942			75,000				75,000
JEDD3	943			400,000				400,000
JEDD 4	944			50,000				50,000
JEDD 7	947			250,000				250,000
Taylor Sq Tif	970			30,000				30,000
BRICE-MAIN DEBT	971			4,000	76,275			80,275
KROGER TIF DEBT	972							0
SUMMIT RD TIF #1	973			1,500				1,500
TAYLOR RD TIF #1	974			600				600
TAYLOR RD TIF #2	975			100				100
TOTALS		2,737,330	895,800	18,373,175	3,670,590	914,000	1,451,223	28,042,118

SECTION 3. That the income tax revenues shall be appropriated and disbursed pursuant to Ordinance No. 68-17 adopted by Reynoldsburg City Council on July 10, 2017.

SECTION 4. That the unencumbered balances as of December 31, 2022 shall be and are hereby appropriated in the Fiduciary Funds, the Capital Improvement Project Funds, and revenues credited to the Fiduciary Funds shall be appropriated upon receipt to the proper associated

Human Resources Dept.

Sandra Boller

7232 E. Main Street

Reynoldsburg OHIO 43068

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accounts. That the 2022 capital project encumbrances funded by OPWC are hereby reappropriated. The ending balance in the Water and Wastewater CIP revenue accounts for the prior year shall be appropriated in the general project account for the specific funds to be used later for approved projects.

SECTION 5. That the amounts of public contributions and reimbursements to the City shall be appropriated upon receipt to the proper associated accounts.

SECTION 6. That the amount of \$567,005/ shall be and is hereby appropriated in Taylor Square School TIEF Fund (970) and transferred to the Taylor Square TIEF Debt Retirement Fund (330).

SECTION 7. That the amount of \$/1,042,000 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) to comply with the TIEF agreement.

SECTION 8. That the amount of \$125,350 shall be and is hereby appropriated in the Brice-Main TIF Fund (971) to comply with the TIF agreement.

SECTION 9. That the City Auditor is hereby authorized to draw warrants on the appropriate funds, for payments from any of the foregoing appropriations, upon receiving proper certificates and vouchers therefore, approved by the officers authorized by law to approve same, or an ordinance of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

SECTION 10. That the effective date of the appropriations in this Ordinance shall be January 1, 2023.

SECTION 11. That this Ordinance is deemed to be an emergency measure necessary for the financial needs of the City and further to have the budget in place on January 1, 2023; wherefore, upon adoption by Council this Ordinance shall be in effect immediately upon signature by the Mayor.

City of Reynoldsburg

2023 Budget

Submitted by Joseph Begeny

**City of Reynoldsburg
2023 Budget Request**

13.4.a

BUDGET	DEPARTMENT	Personal	Supplies	Services	Debt	Other	Capital	2023	2023	2022	2021	2020	2019	2018	2017
		Services					Purchases	Budget	Estimated	Final	Actual	Actual	Actual	Actual	Actual
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request	Revenue	Budget	Expense	Expense	Expense	Expense	Expense
110-111-0000	POLICE	13,246,529	497,750	863,300	0	0	573,000	15,180,579		14,170,505	12,214,551	9,291,754	11,318,958	10,382,119	9,31
110-290-0000	MECHANIC	168,318	143,200	52,300	0	0	0	363,818		348,520	240,443	224,430	303,176	318,572	24
110-340-0000	PARKS & RECR.	1,432,726	297,091	443,518	0	0	240,000	2,413,335		2,338,942	1,672,123	1,335,150	1,634,408	1,531,635	1,20
110-343-0000	SENIOR CENTER	186,530	12,945	26,160	0	0	0	225,635		217,821	163,851	164,163	235,035	267,565	18
110-344-0000	COMMUNITY EVENTS	216,465	41,300	423,500	0	0	1,000	682,265		531,013	358,463	133,087	257,693		
110-448-0000	SERVICE	936,733	31,550	885,600	0	0	3,000	1,856,883		1,534,237	1,255,024	1,111,714	1,028,522	1,003,621	1,03
110-479-0000	BUILDING	938,849	18,000	131,500	0	0	80,000	1,168,349		943,308	585,533	525,957	482,464	432,502	43
110-522-0000	MAYOR	357,743	1,450	71,200	0	0	5,000	435,393		397,969	239,971	211,945	172,935	227,866	15
110-534-0000	CIVIL SERVICE	76,315	3,500	38,800	0	0	0	118,615		108,730	82,400	82,398	97,007	108,162	7
110-545-0000	CITY AUDITOR	531,270	4,500	127,520	0	0	0	663,290		491,283	449,050	456,964	421,097	395,019	43
110-554-0000	CITY ATTORNEY	653,457	7,400	129,750	0	0	6,500	797,107		737,721	663,151	662,205	618,275	558,364	56
110-571-0000	CITY COUNCIL	207,645	2,600	48,400	0	0	2,500	261,145		241,773	215,642	210,592	216,907	226,094	21
110-580-0000	DEVELOPMENT	352,624	3,750	439,700	0	0	5,000	801,074		564,955	437,990	449,623	489,815	436,995	24
110-582-0000	HUMAN RESOURCES	233,474	20,000	46,250	0	0	3,000	302,724		192,839	159,767	160,024	151,446	146,825	13
110-584-0000	COMPUTER	0	13,000	784,000	0	0	615,000	1,412,000		830,354	498,730	489,865	609,667	430,340	43
110-593-0000	CLERK OF COURTS	327,669	4,600	89,900	0	0	2,000	424,169		426,747	358,615	372,852	340,109	305,820	30
110-595-0000	GENERAL ADMIN.	269,917	7,000	919,750	0	0	60,000	1,256,667		1,152,990	580,705	926,927	850,164	816,018	63
110-810-0000	PUBLIC HEALTH	0	0	393,000	0	0	0	393,000		350,898	343,974	333,255	319,732	302,551	28
TOTAL	GENERAL FUND	20,136,264	1,109,636	5,914,148	0	0	1,596,000	28,756,048	25,524,864	25,580,605	20,519,983	17,142,905	19,547,410	17,890,068	12,64
220-564-0000	INCOME TAX	139,172	2,000	90,525		910,000		1,141,697	1,043,749	2,632,949	748,094	348,645	490,078	571,412	46
260-268-0000	STREET	801,373	357,200	215,460			414,223	1,788,256	2,017,000	1,334,370	1,191,097	1,699,634	1,104,328	1,398,697	81
270-268-0000	STATE HIGHWAY		70,000	37,000				107,000	166,000	104,000	96,371	68,840	91,171	92,322	4
710-735-0000	WATER	605,811	253,500	6,427,450	256,750		548,500	8,092,011	8,000,000	7,513,726	6,618,427	7,044,172	6,457,825	5,873,740	5,54
720-736-0000	WASTEWATER	555,696	130,500	6,475,250	0		488,500	7,649,946	7,100,000	7,196,322	6,398,400	6,471,285	5,523,076	5,427,075	5,29
740-737-0000	STORM WATER	335,278	65,600	1,140,540	125,650		0	1,667,068	2,050,000	1,743,789	1,637,859	1,808,481	1,958,571	1,346,055	1,24
750-738-0000	REFUSE COLL.	0	2,000	2,624,000	0		0	2,626,000	2,350,000	2,626,000	2,403,719	2,269,685	2,091,276	1,927,174	1,66
230-000-0000	PERMISSIVE LIC.							0	285,000		1,550,000				
240-000-0000	POLICE PENSION	300,000				4,000		304,000	267,354	154,000	153,158	152,949	202,836	162,822	19
250-000-0000	SEWER CAPACITY			250	0			250	202,300	250	33,615	62,776	64,382	64,603	6
	TOTALS	2,737,330	880,800	17,010,475	382,400	914,000	1,451,223	23,376,228	23,481,403	23,305,406	20,830,740	19,926,467	17,983,543	16,863,900	15,32
211-000-0000	COURT COMPUTER	0	15,000	51,500			0	66,500	15,000	105,500	22,637	18,989	15,474	11,824	2
282-111-0000	COPS IN SCHOOL							0							
290-111-0000	LAW ENFORCEMENT							0					62,216	47,225	
291-111-0000	DRUG ENFORCEMENT							0					0		
292-111-0000	SAFETY BELT PROG							0					0		
293-111-0000	DUI/EDUCATION							0					881		
294-111-0000	FEDERAL FORFEITURE							0					0		
295-111-0000	LAW ENFOR/ASST							0					0		
297-111-0000	EDWARD BYRNE							0							
310-000-0000	GENERAL DEBT				2,644,910			2,644,910	3,751,244	2,981,740	3,014,313	3,055,518	3,123,629	2,570,508	1,57
320-000-0000	S. A. DEBT							0							
330-000-0000	TAYLOR SQ. DEBT				567,005			567,005	567,005	573,905	570,473	571,828	567,861	568,675	57
690-000-0000	EMPLOYEE FUND							0							
941-000-0000	JEDD1					500,000		500,000	500,000	110,000	111,281	59,397			
942-000-0000	JEDD 2					75,000		75,000	75,000	85,000	87,932	35,129	1		
943-000-0000	JEDD 3			400,000				400,000	500,000	165,000	164,661	180,302	212		
944-000-0000	JEDD4			50,000				50,000	20,000	10,000	6,800	526			
947-000-0000	JEDD 7					250,000		250,000	450,000	0	112				
970-000-0000	Taylor Sq Tif			30,000				30,000	1,700,000	30,000	19,305	1,749,595	23,300	20,615	2
971-000-0000	BRICE-MAIN DEBT			4,000	76,275			80,275	175,000	106,975	81,502	133,494	85,129	95,732	8
972-000-0000	KROGER TIF DEBT							0		0	0	55,813			
973-000-0000	SUMMIT RD TIF #1			1,500				1,500	50,000	1,500	553	410	378	1,183	
974-000-0000	TAYLOR RD TIF #1			600				600	40,000	500	256	271	269	200	
975-000-0000	TAYLOR RD TIF #2			100				100	2,000	100	23	16	16	16	
	TOTAL MISC FUNDS	0	15,000	87,700	3,288,190	1,275,000	0	4,665,890	7,845,249	4,170,220	4,079,848	5,861,288	3,879,366	3,315,978	2,28
	GRAND TOTALS	22,873,594	2,005,436	23,012,323	3,670,590	2,189,000	3,047,223	56,798,166	56,851,516	53,056,231	45,430,571	42,930,660	41,410,319	38,069,946	30,26

Attachment: Final 2023 Budget (2023 Budget Appropriations)

ORDINANCE TO MAKE A FINAL APPROPRIATION FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF REYNOLDSBURG, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY

WHEREAS, various appropriations are required effective January 1, 2023, to provide for the current expenses and other expenditures associated with the operations of the City for the fiscal year ending December 31, 2023.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That the following appropriations are hereby made in the General Fund (110):

Department	#	Personal	Supplies	Services	Debt	Other	Capital	2023
		Services					Purchases	Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
TRANSFERS	110	0	0	0			0	0
POLICE	111	13,246,529	497,750	863,300			573,000	15,180,579
MECHANIC	290	168,318	143,200	52,300				363,818
PARKS & RECR.	340	1,432,726	297,091	443,518			240,000	2,413,335
SENIOR CENTER	343	186,530	12,945	26,160			0	225,635
COMMUNITY EVENTS	344	216,465	41,300	423,500			1,000	682,265
SERVICE	448	936,733	31,550	885,600			3,000	1,856,883
BUILDING	479	938,849	18,000	131,500			80,000	1,168,349
MAYOR	522	357,743	1,450	71,200			5,000	435,393
CIVIL SERVICE	534	76,315	3,500	38,800				118,615
CITY AUDITOR	545	531,270	4,500	127,520				663,290
CITY ATTORNEY	554	653,457	7,400	129,750			6,500	797,107
CITY COUNCIL	571	207,645	2,600	48,400			2,500	261,145
DEVELOPMENT	580	352,624	3,750	439,700			5,000	801,074
HUMAN RE.	582	233,474	20,000	46,250			3,000	302,724
COMPUTER	584		13,000	784,000			615,000	1,412,000
CLERK OF COURTS	593	327,669	4,600	89,900			2,000	424,169
GENERAL ADMIN.	595	269,917	7,000	919,750			60,000	1,256,667
PUBLIC HEALTH	810			393,000				393,000
GENERAL FUND		20,136,264	1,109,636	5,914,148	0	0	1,596,000	28,756,048

SECTION 2. That the following appropriations are hereby made in the following funds:

Fund	#	Personal	Supplies	Services	Debt	Other	Capital	2023
		Services					Purchases	Budget
		(5100)	(5200)	(5300)	(5400)	(5500)	(5600)	Request
INCOME TAX	220	139,172	2,000	90,525		910,000		1,141,697
COURT COMPUTER	211		15,000	51,500			0	66,500
STREET	260	801,373	357,200	215,460			414,223	1,788,256
STATE HIGHWAY	270		70,000	37,000				107,000
COPS IN SCHOOL	282							0
LAW ENFORCEMENT	290							0
DRUG ENFORCEMENT	291							0
SAFETY BELT PROG	292							0
DUI/EDUCATION	293							0
FEDERAL FORFEITURE	294							0
LAW ENFORC/ASST	295							0
EDWARD BYRNE	297							0
WATER	710	605,811	253,500	6,427,450	256,750		548,500	8,092,011
WASTEWATER	720	555,696	130,500	6,475,250	0		488,500	7,649,946
STORM WATER	740	335,278	65,600	1,140,540	125,650		0	1,667,068
REFUSE COLL.	750		2,000	2,624,000				2,626,000
PERMISSIVE LIC.	230							0
POLICE PENSION	240	300,000				4,000		304,000
SEWER CAPACITY	250			250				250
GENERAL DEBT	310				2,644,910			2,644,910
S. A. DEBT	320							0
TAYLOR SQ. DEBT	330				567,005			567,005
EMPLOYEE FUND	690							0
JEDD1	941			500,000				500,000
JEDD2	942			75,000				75,000
JEDD3	943			400,000				400,000
JEDD 4	944			50,000				50,000
JEDD 7	947			250,000				250,000
Taylor Sq Tif	970			30,000				30,000
BRICE-MAIN DEBT	971			4,000	76,275			80,275
KROGER TIF DEBT	972							0
SUMMIT RD TIF #1	973			1,500				1,500
TAYLOR RD TIF #1	974			600				600
TAYLOR RD TIF #2	975			100				100
TOTALS		2,737,330	895,800	18,373,175	3,670,590	914,000	1,451,223	28,042,118

Attachment: Final 2023 Budget (2023 Budget Appropriations)

SECTION 3. That the Income Tax Revenues shall be appropriated and disbursed pursuant to Ordinance No. 68-17 adopted by Reynoldsburg City Council on July 10, 2017.

SECTION 4. That the unencumbered balances as of December 31, 2022 shall be and are hereby appropriated in the Fiduciary Funds, and the Capital Improvement Project Funds, and that the revenues credited to the Fiduciary funds shall be appropriated upon receipt to the proper associated accounts. That the 2022 capital project encumbrances funded by OPWC are hereby reappropriated. The ending balance in the Water and Wastewater CIP revenue accounts for prior year will be appropriated in the general project account for the specific funds to be used later for approved projects.

SECTION 5. That the amounts of public contributions and reimbursements to the City shall be appropriated upon receipt to the proper associated accounts.

SECTION 6. That the amount of \$ 567,005 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) and transferred to the Taylor Square TIEF Debt Retirement Fund (330).

SECTION 7. That the amount of \$ 1,042,000 shall be and is hereby appropriated in the Taylor Square School TIEF Fund (970) to comply with the TIF agreement.

SECTION 8. That the amount of \$ 125,350 shall be and is hereby appropriated in the Brice-Main TIF Fund (971) to comply with the TIF agreement.

SECTION 9. That the City Auditor is hereby authorized to draw warrants on the appropriate funds, for payments from any of the foregoing appropriations, upon receiving proper certificates and vouchers therefore, approved by the officers authorized by law to approve same, or an ordinance of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

SECTION 10. That the effective date of the appropriations in this ordinance shall be January 1, 2023.

SECTION 11. That this ordinance is deemed to be an emergency measure necessary for the financial needs of the city and further for the reason that final appropriations for operation of the City beginning January 1, 2023 must be adopted by City Council prior to April 1, 2023; wherefore, upon adoption by Council this ordinance shall be in effect upon the signature by the Mayor.

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 110 - General Fund						
EXPENSES						
Department: 111 - Police Division						
5100 - Personal Services						
5102	Wages-Staff	1,259,870.0000	1,259,870.0000	1,255,021.0000		
5104	Wages-Part time	132,897.0000	132,897.0000	149,282.0000		
5105	Overtime	365,000.0000	365,000.0000	365,000.0000		
5106	Longevity	59,100.0000	59,100.0000	65,250.0000		
5109	HSA Employer Funding	328,648.0000	328,648.0000	356,428.0000		
5111	Wages Chief	138,029.0000	138,029.0000	152,194.0000		
5113	Wages Enforcement	6,844,633.0000	6,844,633.0000	7,473,774.0000		
5151	PERS Contribution	197,459.0000	197,459.0000	199,234.0000		
5152	PFDPF Contribution	1,288,596.0000	1,288,596.0000	1,252,770.0000	add'l 300,000 paid from fund 240 Police Pension Fund	
5155	PERS Pickup	57,955.0000	57,955.0000	57,551.0000		
5161	Group Insurance	1,619,525.0000	1,619,525.0000	1,782,847.0000		
5166	Medicare	127,593.0000	127,593.0000	137,178.0000		
Account Classification Total: 5100 - Personal Services		\$12,419,305.00	\$12,419,305.00	\$13,246,529.00		
5200 - Supplies						
5201	Office Supplies	10,000.0000	12,322.5500	10,000.0000		
5202	Photo Copy Supplies	3,500.0000	3,500.0000	3,500.0000		
5203	Computer Supplies	13,600.0000	14,113.9900	19,000.0000		
5205	Small Tools/Minor Equipment	11,500.0000	11,500.0000	14,100.0000		
5206	Evidence	10,000.0000	10,000.0000	10,000.0000		
5207	Law Enforcement Supplies	66,000.0000	99,013.8300	95,250.0000		
5213	Repair and Maintenance Supplies	16,100.0000	17,603.7400	16,200.0000		
5241	Uniforms-Purchased	145,500.0000	151,124.2500	154,700.0000		
5251	MV Gas and Oil	190,000.0000	199,333.9000	175,000.0000		
Account Classification Total: 5200 - Supplies		\$466,200.00	\$518,512.26	\$497,750.00		
5300 - Services						
5311	Utilities	150,000.0000	162,192.4500	150,000.0000		
5321	Professional Training	91,000.0000	97,719.1000	110,000.0000		
5323	Publications	30,350.0000	30,350.0000	37,000.0000		
5324	Professional Association Dues	5,600.0000	5,650.0000	3,500.0000		
5325	Educational Assistance	10,000.0000	10,000.0000	10,000.0000		
5339	Misc Contract Services	69,200.0000	71,810.3900	82,000.0000		
5351	Liability Insurance Deductible	50,000.0000	50,000.0000	50,000.0000		
5361	Building Repair/Maintenance	60,000.0000	67,780.6800	74,000.0000		
5362	Equipment Maintenance	68,000.0000	70,942.6900	67,000.0000		
5363	MV Repair/Maintenance-External	30,000.0000	30,000.0000	52,000.0000		
5366	Computer Maintenance	3,000.0000	13,115.0000	3,000.0000		
5375	Prisoner Care	126,000.0000	130,262.6600	100,000.0000		
5391	Postage	8,000.0000	8,008.3500	8,000.0000		
5392	Fingerprinting Services	750.0000	797.2500	700.0000		
5393	L.E.A.D.S Terminal	8,000.0000	8,600.0000	8,000.0000		
5395	Printing/Advertising	27,000.0000	27,043.2000	22,100.0000		
5396	Uniform Cleaning/Repairs	65,000.0000	66,634.5000	70,000.0000		
5399	Other Miscellaneous Services	10,700.0000	11,137.4500	16,000.0000		
Account Classification Total: 5300 - Services		\$812,600.00	\$862,043.72	\$863,300.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
<i>5600 - Capital Purchases</i>						
5631	Furniture and Fixtures	10,000.0000	10,000.0000	10,000.0000		
5632	Motor Vehicles	344,000.0000	535,216.9400	375,000.0000		
5633	Machinery and Equipment	40,000.0000	61,838.4400	59,000.0000		
5634	Unmarked Vehicles	28,400.0000	28,400.0000	35,000.0000		
5639	Other Equipment	50,000.0000	213,593.3500	94,000.0000		
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$472,400.00	\$849,048.73	\$573,000.00		
Department Total: 111 - Police Division		\$14,170,505.00	\$14,648,909.71	\$15,180,579.00		
Department: 290 - Mechanic						
<i>5100 - Personal Services</i>						
5102	Wages-Staff	104,043.0000	104,043.0000	113,755.0000		
5106	Longevity	550.0000	550.0000	0.0000		
5109	HSA Employer Funding	6,000.0000	6,000.0000	6,000.0000		
5151	PERS Contribution	14,643.0000	14,643.0000	15,926.0000		
5161	Group Insurance	31,017.0000	31,017.0000	30,988.0000		
5166	Medicare	1,517.0000	1,517.0000	1,649.0000		
<i>Account Classification Total: 5100 - Personal Services</i>		\$157,770.00	\$157,770.00	\$168,318.00		
<i>5200 - Supplies</i>						
5201	Office Supplies	200.0000	200.0000	200.0000		
5203	Computer Supplies	500.0000	500.0000	500.0000		
5205	Small Tools/Minor Equipment	3,000.0000	3,000.0000	3,000.0000		
5213	Repair and Maintenance Supplies	130,000.0000	136,213.1700	130,000.0000		
5259	Operating Materials and Supplies	9,500.0000	9,500.0000	9,500.0000		
<i>Account Classification Total: 5200 - Supplies</i>		\$143,200.00	\$149,413.17	\$143,200.00		
<i>5300 - Services</i>						
5311	Utilities	600.0000	681.4700	0.0000		
5321	Professional Training	800.0000	800.0000	800.0000		
5362	Equipment Maintenance	3,000.0000	3,000.0000	3,000.0000		
5363	MV Repair/Maintenance-External	40,000.0000	40,000.0000	45,000.0000		
5397	Uniform Rental	1,650.0000	1,677.8400	2,000.0000		
5399	Other Miscellaneous Services	1,500.0000	1,500.0000	1,500.0000		
<i>Account Classification Total: 5300 - Services</i>		\$47,550.00	\$47,659.31	\$52,300.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department Total: 290 - Mechanic		\$348,520.00	\$354,842.48	\$363,818.00		
Department:	340 - Parks and Recreation					
5100 - Personal Services						
5101	Salary-Elected Officials/Director	105,500.0000	105,500.0000	108,680.0000		
5102	Wages-Staff	678,070.0000	678,070.0000	733,599.0000		
5105	Overtime	15,000.0000	15,000.0000	15,000.0000		
5106	Longevity	3,455.0000	3,455.0000	6,100.0000		
5109	HSA Employer Funding	54,000.0000	54,000.0000	46,000.0000		
5141	Wages-Seasonal Labor	125,000.0000	125,000.0000	125,000.0000		
5151	PERS Contribution	129,784.0000	129,784.0000	138,024.0000		
5161	Group Insurance	280,235.0000	280,235.0000	245,992.0000		
5166	Medicare	13,442.0000	13,442.0000	14,331.0000		
Account Classification Total: 5100 - Personal Services		\$1,404,486.00	\$1,404,486.00	\$1,432,726.00		
5200 - Supplies						
5201	Office Supplies	750.0000	750.0000	675.0000		
5203	Computer Supplies	680.0000	680.0000	475.0000		
5205	Small Tools/Minor Equipment	6,750.0000	6,750.0000	6,650.0000		
5209	Chemicals	47,320.0000	50,320.0000	54,050.0000	Price increase for chemicals and grass seed	
5213	Repair and Maintenance Supplies	46,050.0000	47,893.9200	45,045.0000		
5215	Recreational Supplies	83,941.0000	91,370.9000	119,896.0000	Increase in supply cost, especially player uniforms; food for safety town, plant re, Easter Bunny breakfast, Santa Breakfast and other events; bases, anchors, home plate; medals; sports equipment. etc.	
5241	Uniforms-Purchased	5,000.0000	5,689.9200	5,000.0000		
5251	MV Gas and Oil	22,000.0000	26,441.0500	26,000.0000		
5252	Aggregates	16,950.0000	16,950.0000	19,500.0000		
5259	Operating Materials and Supplies	22,750.0000	24,664.7400	19,800.0000		
Account Classification Total: 5200 - Supplies		\$252,191.00	\$271,510.53	\$297,091.00		
5300 - Services						
5303	Community Events	7,200.0000	7,200.0000	11,035.0000	Race penguin; race shirts; race supplies; medals; swag; food	
5311	Utilities	39,000.0000	42,175.2600	41,700.0000		
5321	Professional Training	1,900.0000	1,900.0000	3,500.0000		
5322	Conference/Reimb	9,200.0000	10,167.0000	9,550.0000		
5323	Publications	250.0000	250.0000	250.0000		
5324	Professional Association Dues	2,500.0000	2,500.0000	2,515.0000		
5338	Personal Service Contracts	66,086.0000	66,207.3300	61,000.0000		
5339	Misc Contract Services	279,339.0000	324,200.6200	236,000.0000	Streetscape--landscape maint & irrigation; repaint Livingston House; pond maint/mowing; Silco; fire extinguisher testing; SWANK; equipment rental; Heirloom Design etc.	
5361	Building Repair/Maintenance	18,000.0000	23,771.2000	20,000.0000		
5362	Equipment Maintenance	2,000.0000	2,000.0000	2,000.0000		
5391	Postage	7,500.0000	10,562.2600	11,500.0000	Heirloom mailing--3x yr; office mailings	
5395	Printing/Advertising	25,000.0000	32,476.2900	30,000.0000	Heirloom--3x yr; office envelopes; outside printing; banners; push in signs	
5399	Other Miscellaneous Services	14,290.0000	17,102.9900	14,468.0000		
Account Classification Total: 5300 - Services		\$472,265.00	\$540,512.95	\$443,518.00		
5600 - Capital Purchases						
5601	Land	0.0000	1,217.6000	0.0000		
5602	Land Improvements			115,000.0000	\$65K for LH; \$50K for Spangler fence (moved from other Misc services)	
5631	Furniture and Fixtures	15,000.0000	15,000.0000	0.0000		
5632	Motor Vehicles	0.0000	0.0000	35,000.0000	additional truck for park ranger	
5633	Machinery and Equipment	170,000.0000	170,000.0000	90,000.0000	Z turn mower 60" Cart/plow/cab/GPS ABI Infield Groomer Attachments	
5639	Other Equipment	25,000.0000	35,607.0000	0.0000		
Account Classification Total: 5600 - Capital Purchases		\$210,000.00	\$221,824.60	\$240,000.00		
Department Total: 340 - Parks and Recreation		\$2,338,942.00	\$2,438,334.08	\$2,413,335.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 343 - Senior Center						
5100 - Personal Services						
5102	Wages-Staff	120,042.0000	120,042.0000	126,214.0000		
5105	Overtime	2,000.0000	2,000.0000	2,000.0000		
5106	Longevity	650.0000	650.0000	1,050.0000		
5109	HSA Employer Funding	6,000.0000	6,000.0000	6,000.0000		
5151	PERS Contribution	17,177.0000	17,177.0000	18,097.0000		
5161	Group Insurance	31,323.0000	31,323.0000	31,294.0000		
5166	Medicare	1,779.0000	1,779.0000	1,875.0000		
Account Classification Total: 5100 - Personal Services		\$178,971.00	\$178,971.00	\$186,530.00		
5200 - Supplies						
5201	Office Supplies	1,300.0000	1,300.0000	1,445.0000		
5203	Computer Supplies	1,500.0000	1,500.0000	1,500.0000		
5213	Repair and Maintenance Supplies	5,000.0000	5,130.0000	5,000.0000		
5215	Recreational Supplies	2,000.0000	2,454.8200	5,000.0000		
5216	Contributed Supplies Purchased	0.0000	18,978.5600	0.0000		
Account Classification Total: 5200 - Supplies		\$9,800.00	\$29,363.38	\$12,945.00		
5300 - Services						
5311	Utilities	8,500.0000	8,812.4600	8,960.0000		
5321	Professional Training	0.0000	0.0000	300.0000		
5322	Conference/Reimb	400.0000	400.0000	400.0000		
5324	Professional Association Dues	150.0000	250.0000	150.0000		
5339	Misc Contract Services	9,500.0000	10,100.0000	5,850.0000		
5361	Building Repair/Maintenance	8,000.0000	8,000.0000	8,000.0000		
5391	Postage	2,500.0000	2,500.0000	2,500.0000		
Account Classification Total: 5300 - Services		\$29,050.00	\$30,062.46	\$26,160.00		
5600 - Capital Purchases						
5639	Other Equipment	0.0000	2,439.0000	0.0000		
Account Classification Total: 5600 - Capital Purchases		\$0.00	\$2,439.00	\$0.00		
Department Total: 343 - Senior Center		\$217,821.00	\$240,835.84	\$225,635.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 344 - Community Events						
5100 - Personal Services						
5102	Wages-Staff	67,637.0000	67,637.0000	122,097.0000		
5105	Overtime	50,000.0000	50,000.0000	20,000.0000		
5106	Longevity	0.0000	0.0000	650.0000		
5109	HSA Employer Funding	4,000.0000	4,000.0000	8,000.0000		
5151	PERS Contribution	16,469.0000	16,469.0000	19,985.0000		
5161	Group Insurance	21,846.0000	21,846.0000	43,664.0000		
5166	Medicare	1,706.0000	1,706.0000	2,069.0000		
Account Classification Total: 5100 - Personal Services		\$161,658.00	\$161,658.00	\$216,465.00		
5200 - Supplies						
5201	Office Supplies	300.0000	300.0000	500.0000		
5203	Computer Supplies	3,500.0000	3,500.0000	3,500.0000		
5215	Recreational Supplies	27,000.0000	30,118.5400	31,000.0000		
5241	Uniforms-Purchased	0.0000	0.0000	300.0000		
5251	MV Gas and Oil	4,000.0000	4,000.0000	6,000.0000	Increase in fuel prices	
Account Classification Total: 5200 - Supplies		\$34,800.00	\$37,918.54	\$41,300.00		
5300 - Services						
5311	Utilities	1,500.0000	1,581.4700	1,500.0000		
5321	Professional Training	831.0000	831.0000	1,200.0000	Market Manager Certification Adobe illustrator and InDesign Training	
5322	Conference/Reimb	1,970.0000	1,970.0000	3,000.0000	Mileage Reimbursement OFEA Conference 3CMA Conference	
5324	Professional Association Dues	1,154.0000	1,154.0000	1,500.0000	3CMA OFEA Ohio Proud Ohio Farmers Market Association	
5339	Misc Contract Services	270,000.0000	275,225.0000	323,300.0000	Tomato Festival: MPE Contract Increase Community Survey	
5395	Printing/Advertising	49,100.0000	64,457.6900	74,000.0000	Community Guide: increase printing to include apartments in 2023 Magnets: advertise events distributed to elementary schools	
5399	Other Miscellaneous Services	10,000.0000	13,224.0000	19,000.0000		
Account Classification Total: 5300 - Services		\$334,555.00	\$358,443.16	\$423,500.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	0.0000	0.0000	1,000.0000		
Account Classification Total: 5600 - Capital Purchases		\$0.00	\$0.00	\$1,000.00		
Department Total: 344 - Community Events		\$531,013.00	\$558,019.70	\$682,265.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 448 - Service Department						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	108,680.0000	108,680.0000	111,946.0000		
5102	Wages-Staff	383,730.0000	383,730.0000	497,451.0000	assistant public service mgr	
5105	Overtime	7,000.0000	7,000.0000	7,000.0000		
5106	Longevity	3,150.0000	3,150.0000	5,800.0000		
5109	HSA Employer Funding	30,000.0000	30,000.0000	34,000.0000		
5151	PERS Contribution	70,358.0000	70,358.0000	87,108.0000		
5161	Group Insurance	162,332.0000	162,332.0000	184,406.0000		
5166	Medicare	7,287.0000	7,287.0000	9,022.0000		
Account Classification Total: 5100 - Personal Services		\$772,537.00	\$772,537.00	\$936,733.00		
5200 - Supplies						
5201	Office Supplies	2,500.0000	2,500.0000	2,500.0000		
5203	Computer Supplies	1,250.0000	1,250.0000	1,250.0000		
5213	Repair and Maintenance Supplies	20,000.0000	20,368.7400	25,000.0000		
5251	MV Gas and Oil	1,800.0000	1,867.8700	1,800.0000		
5259	Operating Materials and Supplies	500.0000	500.0000	1,000.0000		
Account Classification Total: 5200 - Supplies		\$26,050.00	\$26,486.61	\$31,550.00		
5300 - Services						
5301	Boards/Commissions	250.0000	250.0000	250.0000		
5302	Street Lighting	275,000.0000	288,480.0000	300,000.0000		
5303	Community Events	45,000.0000	45,000.0000	50,000.0000		
5311	Utilities	1,600.0000	1,723.3300	2,000.0000		
5321	Professional Training	500.0000	500.0000	500.0000		
5322	Conference/Reimb	1,000.0000	1,000.0000	1,000.0000		
5323	Publications	100.0000	100.0000	100.0000		
5324	Professional Association Dues	250.0000	250.0000	300.0000		
5325	Educational Assistance	500.0000	500.0000	500.0000		
5331	Engineering/Architecture	150,000.0000	185,942.3800	200,000.0000		
5339	Misc Contract Services	120,000.0000	162,613.2400	150,000.0000		
5362	Equipment Maintenance	4,500.0000	4,692.9900	4,500.0000		
5367	Streetscape Maintenance	50,000.0000	50,200.0000	75,000.0000		
5374	Emergency Management Services	45,000.0000	45,000.0000	45,000.0000		
5391	Postage	750.0000	750.0000	750.0000		
5395	Printing/Advertising	1,500.0000	1,500.0000	1,500.0000		
5396	Uniform Cleaning/Repairs	200.0000	200.0000	200.0000		
5397	Uniform Rental	2,000.0000	2,000.0000	2,000.0000		
5398	Tree/Grass Service	31,000.0000	31,000.0000	50,000.0000		
5399	Other Miscellaneous Services	1,500.0000	1,500.0000	2,000.0000		
Account Classification Total: 5300 - Services		\$730,650.00	\$823,201.94	\$885,600.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	5,000.0000	5,000.0000	3,000.0000		
Account Classification Total: 5600 - Capital Purchases		\$5,000.00	\$5,000.00	\$3,000.00		
Department Total: 448 - Service Department		\$1,534,237.00	\$1,627,225.55	\$1,856,883.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 479 - Building Department						
<i>5100 - Personal Services</i>						
5101	Salary-Elected Officials/Director	95,000.0000	95,000.0000	97,859.0000		
5102	Wages-Staff	377,305.0000	377,305.0000	523,519.0000		
5105	Overtime	0.0000	0.0000	1,500.0000		
5106	Longevity	1,200.0000	1,200.0000	1,700.0000		
5109	HSA Employer Funding	30,000.0000	30,000.0000	34,000.0000		
5151	PERS Contribution	66,291.0000	66,291.0000	87,091.0000		
5161	Group Insurance	162,146.0000	162,146.0000	184,124.0000		
5166	Medicare	6,866.0000	6,866.0000	9,056.0000		
<i>Account Classification Total: 5100 - Personal Services</i>		\$738,808.00	\$738,808.00	\$938,849.00		
<i>5200 - Supplies</i>						
5201	Office Supplies	2,500.0000	2,627.7000	3,000.0000		
5203	Computer Supplies	1,500.0000	1,500.0000	3,500.0000		
5241	Uniforms-Purchased	3,500.0000	3,514.0000	4,500.0000		
5251	MV Gas and Oil	6,000.0000	6,334.2700	7,000.0000		
<i>Account Classification Total: 5200 - Supplies</i>		\$13,500.00	\$13,975.97	\$18,000.00		
<i>5300 - Services</i>						
5311	Utilities	6,000.0000	6,305.8800	7,000.0000		
5321	Professional Training	3,500.0000	3,719.0000	4,000.0000		
5322	Conference/Reimb	3,000.0000	3,000.0000	3,000.0000		
5323	Publications	1,000.0000	1,349.9500	2,000.0000		
5324	Professional Association Dues	1,500.0000	1,500.0000	2,000.0000		
5325	Educational Assistance	1,000.0000	1,000.0000	1,500.0000		
5331	Engineering/Architecture	2,000.0000	2,000.0000	2,000.0000		
5339	Misc Contract Services	55,000.0000	57,182.5000	30,000.0000		
5362	Equipment Maintenance	7,000.0000	7,000.0000	7,000.0000		
5366	Computer Maintenance	5,000.0000	5,000.0000	7,000.0000		
5376	County Health Services	60,000.0000	63,780.0000	60,000.0000		
5391	Postage	2,500.0000	2,500.0000	2,500.0000		
5395	Printing/Advertising	3,500.0000	3,500.0000	3,500.0000		
<i>Account Classification Total: 5300 - Services</i>		\$151,000.00	\$157,837.33	\$131,500.00		
<i>5600 - Capital Purchases</i>						
5632	Motor Vehicles	40,000.0000	40,000.0000	80,000.0000		
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$40,000.00	\$40,000.00	\$80,000.00		
Department Total: 479 - Building Department		\$943,308.00	\$950,621.30	\$1,168,349.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 522 - Mayor						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	97,802.0000	97,802.0000	97,802.0000		
5102	Wages-Staff	148,809.0000	148,809.0000	150,591.0000		
5104	Wages-Part time	7,000.0000	7,000.0000	7,000.0000		
5109	HSA Employer Funding	10,000.0000	10,000.0000	10,000.0000		
5151	PERS Contribution	35,506.0000	35,506.0000	35,755.0000		
5161	Group Insurance	52,575.0000	52,575.0000	52,892.0000		
5166	Medicare	3,677.0000	3,677.0000	3,703.0000		
Account Classification Total: 5100 - Personal Services		\$355,369.00	\$355,369.00	\$357,743.00		
5200 - Supplies						
5201	Office Supplies	800.0000	800.0000	1,200.0000		
5203	Computer Supplies	250.0000	250.0000	250.0000		
Account Classification Total: 5200 - Supplies		\$1,050.00	\$1,050.00	\$1,450.00		
5300 - Services						
5311	Utilities	800.0000	881.4700	1,200.0000		
5322	Conference/Reimb	1,000.0000	1,025.0000	2,000.0000		
5324	Professional Association Dues	1,750.0000	1,750.0000	5,000.0000		
5332	Legal Services	30,000.0000	46,135.8500	30,000.0000		
5339	Misc Contract Services	6,000.0000	34,000.0000	30,000.0000		
5391	Postage	500.0000	500.0000	500.0000		
5399	Other Miscellaneous Services	1,500.0000	1,751.3400	2,500.0000	\$1000 for employee retention activities - including employee breakfast, summer cookout, and employee holiday meal	
Account Classification Total: 5300 - Services		\$41,550.00	\$86,043.66	\$71,200.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	0.0000	0.0000	5,000.0000		
Account Classification Total: 5600 - Capital Purchases		\$0.00	\$0.00	\$5,000.00		
Department Total: 522 - Mayor		\$397,969.00	\$442,462.66	\$435,393.00		

Expense Budget Worksheet Report

13.4.a

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 534 - Civil Service Commission						
5100 - Personal Services						
5104	Wages-Part time	60,572.0000	60,572.0000	66,103.0000		
5151	PERS Contribution	8,480.0000	8,480.0000	9,254.0000		
5166	Medicare	878.0000	878.0000	958.0000		
Account Classification Total: 5100 - Personal Services		\$69,930.00	\$69,930.00	\$76,315.00		
5200 - Supplies						
5201	Office Supplies	1,700.0000	2,799.0000	1,000.0000		
5203	Computer Supplies	1,000.0000	1,000.0000	1,000.0000		
5259	Operating Materials and Supplies	1,300.0000	1,300.0000	1,500.0000		
Account Classification Total: 5200 - Supplies		\$4,000.00	\$5,099.00	\$3,500.00		
5300 - Services						
5321	Professional Training	600.0000	600.0000	600.0000		
5332	Legal Services	7,000.0000	7,000.0000	7,000.0000		
5336	Medical Services/Physical Exams	12,000.0000	12,000.0000	16,000.0000		
5339	Misc Contract Services	10,000.0000	10,000.0000	10,000.0000		
5391	Postage	200.0000	200.0000	200.0000		
5395	Printing/Advertising	5,000.0000	5,081.0000	5,000.0000		
Account Classification Total: 5300 - Services		\$34,800.00	\$34,881.00	\$38,800.00		
Department Total: 534 - Civil Service Commission		\$108,730.00	\$109,910.00	\$118,615.00		

Attachment: Final 2023 Budget (2023 Budget Appropriations)

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 545 - City Auditor						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	90,769.0000	90,769.0000	90,769.0000		
5102	Wages-Staff	161,876.0000	161,876.0000	269,258.0000		
5104	Wages-Part time	46,529.0000	46,529.0000	50,298.0000		
5105	Overtime	2,000.0000	2,000.0000	2,000.0000		
5106	Longevity	1,150.0000	1,150.0000	1,700.0000		
5109	HSA Employer Funding	4,000.0000	4,000.0000	8,000.0000		
5151	PERS Contribution	41,275.0000	41,275.0000	56,914.0000		
5161	Group Insurance	24,300.0000	24,300.0000	46,328.0000		
5166	Medicare	4,384.0000	4,384.0000	6,003.0000		
Account Classification Total: 5100 - Personal Services		\$376,283.00	\$376,283.00	\$531,270.00		
5200 - Supplies						
5201	Office Supplies	2,000.0000	2,173.5400	2,500.0000	Chair for new staff member	
5203	Computer Supplies	2,000.0000	2,000.0000	2,000.0000		
Account Classification Total: 5200 - Supplies		\$4,000.00	\$4,173.54	\$4,500.00		
5300 - Services						
5321	Professional Training	2,400.0000	2,400.0000	3,500.0000		
5322	Conference/Reimb	6,300.0000	6,300.0000	9,000.0000	training for new staff NWS training for staff	
5323	Publications	0.0000	0.0000	1,200.0000	financial publications	
5324	Professional Association Dues	1,300.0000	1,380.0000	1,520.0000		
5333	Outside Professional Services	49,000.0000	56,500.0000	50,000.0000		
5339	Misc Contract Services	29,000.0000	29,999.4000	42,000.0000	GASB 87 software added	
5362	Equipment Maintenance	1,500.0000	1,500.0000	1,500.0000		
5366	Computer Maintenance	2,000.0000	2,000.0000	2,200.0000		
5391	Postage	2,500.0000	2,500.0000	2,500.0000		
5395	Printing/Advertising	2,000.0000	2,298.2000	2,100.0000		
5399	Other Miscellaneous Services	15,000.0000	15,000.0000	12,000.0000		
Account Classification Total: 5300 - Services		\$111,000.00	\$119,877.60	\$127,520.00		
Department Total: 545 - City Auditor		\$491,283.00	\$500,334.14	\$663,290.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 554 - City Attorney						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	100,302.0000	100,302.0000	100,302.0000		
5102	Wages-Staff	267,515.0000	267,515.0000	285,979.0000		
5104	Wages-Part time	72,056.0000	72,056.0000	91,900.0000		
5106	Longevity	1,100.0000	1,100.0000	1,300.0000		
5109	HSA Employer Funding	16,000.0000	16,000.0000	16,000.0000		
5151	PERS Contribution	61,386.0000	61,386.0000	66,777.0000		
5161	Group Insurance	84,318.0000	84,318.0000	84,246.0000		
5166	Medicare	6,394.0000	6,394.0000	6,953.0000		
Account Classification Total: 5100 - Personal Services		\$609,071.00	\$609,071.00	\$653,457.00		
5200 - Supplies						
5201	Office Supplies	5,500.0000	5,873.3700	6,500.0000		
5203	Computer Supplies	400.0000	400.0000	400.0000		
5205	Small Tools/Minor Equipment	500.0000	500.0000	500.0000		
Account Classification Total: 5200 - Supplies		\$6,400.00	\$6,773.37	\$7,400.00		
5300 - Services						
5311	Utilities	300.0000	340.7500	500.0000		
5321	Professional Training	2,500.0000	2,500.0000	2,500.0000		
5322	Conference/Reimb	1,200.0000	1,200.0000	1,200.0000		
5323	Publications	7,200.0000	7,645.0000	7,200.0000		
5324	Professional Association Dues	3,200.0000	3,200.0000	3,200.0000		
5332	Legal Services	40,000.0000	43,750.0000	60,000.0000		
5333	Outside Professional Services	14,000.0000	14,000.0000	20,000.0000		
5337	Public Defender	10,000.0000	10,000.0000	7,500.0000		
5339	Misc Contract Services	39,100.0000	39,100.0000	19,100.0000		
5341	Court Costs and Fees	500.0000	500.0000	1,000.0000		
5362	Equipment Maintenance	0.0000	0.0000	2,800.0000	Printer Lease & Maintenance Agreement	
5366	Computer Maintenance	250.0000	250.0000	250.0000		
5391	Postage	1,000.0000	1,000.0000	1,500.0000		
5399	Other Miscellaneous Services	3,000.0000	3,013.0000	3,000.0000		
Account Classification Total: 5300 - Services		\$122,250.00	\$126,498.75	\$129,750.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	0.0000	0.0000	6,000.0000	New office furniture for front area	
5639	Other Equipment	0.0000	0.0000	500.0000		
Account Classification Total: 5600 - Capital Purchases		\$0.00	\$0.00	\$6,500.00		
Department Total: 554 - City Attorney		\$737,721.00	\$742,343.12	\$797,107.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 571 - City Council						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	65,336.0000	65,336.0000	65,169.0000		
5102	Wages-Staff	75,005.0000	75,005.0000	78,755.0000		
5104	Wages-Part time	10,978.0000	10,978.0000	26,094.0000		
5109	HSA Employer Funding	2,000.0000	2,000.0000	2,000.0000		
5151	PERS Contribution	21,185.0000	21,185.0000	23,802.0000		
5161	Group Insurance	9,375.0000	9,375.0000	9,360.0000		
5166	Medicare	2,194.0000	2,194.0000	2,465.0000		
Account Classification Total: 5100 - Personal Services		\$186,073.00	\$186,073.00	\$207,645.00		
5200 - Supplies						
5201	Office Supplies	2,000.0000	2,118.8300	2,100.0000		
5203	Computer Supplies	500.0000	500.0000	500.0000		
Account Classification Total: 5200 - Supplies		\$2,500.00	\$2,618.83	\$2,600.00		
5300 - Services						
5321	Professional Training	2,500.0000	2,500.0000	2,500.0000		
5322	Conference/Reimb	3,500.0000	3,500.0000	3,500.0000	Increased to cover 2 staff members	
5324	Professional Association Dues	500.0000	500.0000	700.0000		
5339	Misc Contract Services	40,000.0000	46,517.5500	35,000.0000	This includes a small reception for departing Councilmembers at the December 2023 Council meeting.	
5391	Postage	200.0000	200.0000	200.0000		
5395	Printing/Advertising	3,000.0000	3,082.9100	3,000.0000		
5399	Other Miscellaneous Services	3,500.0000	3,500.0000	3,500.0000		
Account Classification Total: 5300 - Services		\$53,200.00	\$59,800.46	\$48,400.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	0.0000	0.0000	2,500.0000		
Account Classification Total: 5600 - Capital Purchases		\$0.00	\$0.00	\$2,500.00		
Department Total: 571 - City Council		\$241,773.00	\$248,492.29	\$261,145.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 580 - Development Department						
<i>5100 - Personal Services</i>						
5101	Salary-Elected Officials/Director	95,909.0000	95,909.0000	107,020.0000		
5102	Wages-Staff	132,702.0000	97,702.0000	138,009.0000		
5104	Wages-Part time	7,000.0000	7,000.0000	15,000.0000		
5106	Longevity	0.0000	0.0000	650.0000		
5109	HSA Employer Funding	12,000.0000	12,000.0000	8,000.0000		
5151	PERS Contribution	32,986.0000	32,986.0000	36,145.0000		
5161	Group Insurance	65,492.0000	65,492.0000	44,020.0000		
5166	Medicare	3,416.0000	3,416.0000	3,780.0000		
<i>Account Classification Total: 5100 - Personal Services</i>		\$349,505.00	\$314,505.00	\$352,624.00		
<i>5200 - Supplies</i>						
5201	Office Supplies	3,000.0000	3,050.0000	3,000.0000		
5203	Computer Supplies	250.0000	250.0000	250.0000		
5241	Uniforms-Purchased	500.0000	500.0000	500.0000		
<i>Account Classification Total: 5200 - Supplies</i>		\$3,750.00	\$3,800.00	\$3,750.00		
<i>5300 - Services</i>						
5301	Boards/Commissions	3,500.0000	3,500.0000	3,500.0000	Additional public notices required	
5311	Utilities	2,200.0000	2,281.4700	2,200.0000		
5321	Professional Training	2,000.0000	2,000.0000	2,000.0000		
5322	Conference/Reimb	5,000.0000	5,000.0000	8,000.0000	International Economic Development Council conference - Out of state travel	
5323	Publications	2,000.0000	2,000.0000	2,000.0000		
5324	Professional Association Dues	3,000.0000	3,000.0000	25,000.0000	MODE will be \$20.707 in 2023	
5325	Educational Assistance	3,500.0000	3,500.0000	3,500.0000		
5331	Engineering/Architecture	100,000.0000	175,691.5500	200,000.0000	City Thoroughfare Study 100k (analyzing current and projected transit patterns and possible city improvements required), 10k site design	
5332	Legal Services	20,000.0000	22,566.5000	30,000.0000	Additional JEDD, CRA and TIF potential	
5339	Misc Contract Services	60,000.0000	62,120.0000	158,000.0000	Fiber study and permitting review process improvement. OMH Case review services	
5391	Postage	500.0000	500.0000	500.0000		
5395	Printing/Advertising	4,000.0000	4,052.0000	4,000.0000		
5399	Other Miscellaneous Services	1,000.0000	4,650.0000	1,000.0000		
<i>Account Classification Total: 5300 - Services</i>		\$206,700.00	\$290,861.52	\$439,700.00		
<i>5600 - Capital Purchases</i>						
5631	Furniture and Fixtures	5,000.0000	5,000.0000	5,000.0000		
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$5,000.00	\$5,000.00	\$5,000.00		
Department Total: 580 - Development Department		\$564,955.00	\$614,166.52	\$801,074.00		

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 582 - Human Resources Department						
<i>5100 - Personal Services</i>						
5101	Salary-Elected Officials/Director	101,152.0000	101,152.0000	104,187.0000		
5102	Wages-Staff	0.0000	0.0000	65,000.0000		
5106	Longevity	600.0000	600.0000	900.0000		
5109	HSA Employer Funding	2,000.0000	2,000.0000	6,000.0000		
5151	PERS Contribution	14,245.0000	14,245.0000	23,812.0000		
5161	Group Insurance	9,267.0000	9,267.0000	31,108.0000		
5166	Medicare	1,475.0000	1,475.0000	2,467.0000		
<i>Account Classification Total: 5100 - Personal Services</i>		\$128,739.00	\$128,739.00	\$233,474.00		
<i>5200 - Supplies</i>						
5201	Office Supplies	750.0000	750.0000	1,000.0000		
5203	Computer Supplies	750.0000	750.0000	1,000.0000		
5208	OSHA Supplies	18,000.0000	18,589.9500	18,000.0000		
<i>Account Classification Total: 5200 - Supplies</i>		\$19,500.00	\$20,089.95	\$20,000.00		
<i>5300 - Services</i>						
5321	Professional Training	1,500.0000	1,500.0000	2,000.0000		
5322	Conference/Reimb	0.0000	0.0000	500.0000		
5323	Publications	800.0000	800.0000	800.0000		
5324	Professional Association Dues	600.0000	600.0000	750.0000		
5336	Medical Services/Physical Exams	5,000.0000	5,000.0000	5,000.0000		
5339	Misc Contract Services	6,500.0000	6,500.0000	7,000.0000		
5391	Postage	200.0000	200.0000	200.0000		
5399	Other Miscellaneous Services	30,000.0000	30,641.9000	30,000.0000		
<i>Account Classification Total: 5300 - Services</i>		\$44,600.00	\$45,241.90	\$46,250.00		
<i>5600 - Capital Purchases</i>						
5631	Furniture and Fixtures	0.0000	0.0000	3,000.0000		
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$0.00	\$0.00	\$3,000.00		
Department Total: 582 - Human Resources Department		\$192,839.00	\$194,070.85	\$302,724.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 584 - Computer Department						
5200 - Supplies						
5201	Office Supplies	250.0000	250.0000	250.0000		
5203	Computer Supplies	12,750.0000	18,736.8200	12,750.0000		
Account Classification Total: 5200 - Supplies		\$13,000.00	\$18,986.82	\$13,000.00		
5300 - Services						
5339	Misc Contract Services	161,000.0000	179,693.5500	169,000.0000		
5366	Computer Maintenance	513,354.0000	472,354.0000	615,000.0000		
Account Classification Total: 5300 - Services		\$674,354.00	\$652,047.55	\$784,000.00		
5600 - Capital Purchases						
5639	Other Equipment	143,000.0000	182,214.6800	615,000.0000	move energov software from maintenance to other equip	
Account Classification Total: 5600 - Capital Purchases		\$143,000.00	\$182,214.68	\$615,000.00		
Department Total: 584 - Computer Department		\$830,354.00	\$853,249.05	\$1,412,000.00		

Expense Budget Worksheet Report

13.4.a

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 593 - Clerk of Courts						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	82,090.0000	82,090.0000	84,494.0000		
5102	Wages-Staff	102,555.0000	102,555.0000	114,487.0000		
5104	Wages-Part time	33,065.0000	33,065.0000	38,189.0000		
5106	Longevity	1,700.0000	1,700.0000	2,350.0000		
5109	HSA Employer Funding	8,000.0000	8,000.0000	8,000.0000		
5151	PERS Contribution	30,017.0000	30,017.0000	32,833.0000		
5161	Group Insurance	43,894.0000	43,894.0000	43,843.0000		
5166	Medicare	3,181.0000	3,181.0000	3,473.0000		
Account Classification Total: 5100 - Personal Services		\$304,502.00	\$304,502.00	\$327,669.00		
5200 - Supplies						
5201	Office Supplies	2,600.0000	2,617.3900	2,600.0000		
5203	Computer Supplies	2,000.0000	2,000.0000	2,000.0000		
Account Classification Total: 5200 - Supplies		\$4,600.00	\$4,617.39	\$4,600.00		
5300 - Services						
5321	Professional Training	1,000.0000	1,000.0000	1,000.0000		
5322	Conference/Reimb	250.0000	250.0000	250.0000		
5323	Publications	500.0000	500.0000	500.0000		
5324	Professional Association Dues	500.0000	500.0000	500.0000		
5332	Legal Services	76,000.0000	85,000.0000	60,000.0000		
5339	Misc Contract Services	1,500.0000	1,605.0500	1,500.0000		
5344	Witness Fees	250.0000	250.0000	300.0000	Anticipated Increase of Subpoenas	
5362	Equipment Maintenance	1,000.0000	1,000.0000	1,000.0000		
5377	Municipal Court	25,000.0000	25,000.0000	20,000.0000		
5391	Postage	2,000.0000	2,000.0000	2,250.0000	Anticipated Increase of Postage	
5393	L.E.A.D.S Terminal	600.0000	600.0000	600.0000		
5399	Other Miscellaneous Services	2,545.0000	2,590.0000	2,000.0000		
Account Classification Total: 5300 - Services		\$111,145.00	\$120,295.05	\$89,900.00		
5600 - Capital Purchases						
5631	Furniture and Fixtures	6,500.0000	6,500.0000	2,000.0000		
Account Classification Total: 5600 - Capital Purchases		\$6,500.00	\$6,500.00	\$2,000.00		
Department Total: 593 - Clerk of Courts		\$426,747.00	\$435,914.44	\$424,169.00		

Attachment: Final 2023 Budget (2023 Budget Appropriations)

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department: 595 - General and Administrative						
<i>5100 - Personal Services</i>						
5164	Workers Compensation	241,740.0000	394,865.8700	244,917.0000		
5165	Unemployment Compensation	25,000.0000	25,000.0000	25,000.0000		
<i>Account Classification Total: 5100 - Personal Services</i>		\$266,740.00	\$419,865.87	\$269,917.00		
<i>5200 - Supplies</i>						
5202	Photo Copy Supplies	7,000.0000	7,399.9000	7,000.0000		
<i>Account Classification Total: 5200 - Supplies</i>		\$7,000.00	\$7,399.90	\$7,000.00		
<i>5300 - Services</i>						
5301	Boards/Commissions	40,000.0000	40,693.9700	40,000.0000		
5311	Utilities	235,000.0000	241,239.2600	250,000.0000		
5324	Professional Association Dues	30,000.0000	30,000.0000	30,000.0000		
5351	Liability Insurance Deductible	280,000.0000	281,886.0000	290,000.0000		
5352	Motor Vehicle Insurance	95,000.0000	95,000.0000	95,000.0000		
5353	Employee Fidelity Bond	3,000.0000	3,000.0000	3,000.0000		
5361	Building Repair/Maintenance	65,000.0000	72,374.2500	95,000.0000		
5362	Equipment Maintenance	2,500.0000	2,500.0000	3,000.0000		
5371	Election Expense	20,000.0000	20,000.0000	20,000.0000		
5372	Delinquent Tax Advertising	750.0000	750.0000	750.0000		
5373	Auditor/Treasurer Fees	10,000.0000	10,000.0000	10,000.0000		
5391	Postage	3,000.0000	3,482.6400	3,000.0000		
5394	Taxes/Assessments-City Property	55,000.0000	55,000.0000	70,000.0000		
5399	Other Miscellaneous Services	10,000.0000	10,600.0000	10,000.0000		
<i>Account Classification Total: 5300 - Services</i>		\$849,250.00	\$866,526.12	\$919,750.00		
<i>5600 - Capital Purchases</i>						
5611	Buildings	0.0000	0.0000	30,000.0000	reception area and bullet proof glass building dept	
5639	Other Equipment	30,000.0000	30,000.0000	30,000.0000		
<i>Account Classification Total: 5600 - Capital Purchases</i>		\$30,000.00	\$30,000.00	\$60,000.00		
Department Total: 595 - General and Administrative		\$1,152,990.00	\$1,323,791.89	\$1,256,667.00		

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Department: 810 - Public Health and Welfare								
5300 - Services								
5376		County Health Services	350,898.0000	350,898.0000	393,000.0000			
Account Classification Total: 5300 - Services			\$350,898.00	\$350,898.00	\$393,000.00			
Department Total: 810 - Public Health and Welfare			\$350,898.00	\$350,898.00	\$393,000.00			
EXPENSES Total			\$25,580,605.00	\$26,634,421.62	\$28,756,048.00			
Fund EXPENSE	Total: 110 - General Fund		\$25,580,605.00	\$26,634,421.62	\$28,756,048.00			

Expense Budget Worksheet Report

13.4.a

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 211 - Computerized Needs (courts)						
EXPENSES						
Department: 000 - General						
5200 - Supplies						
5203	Computer Supplies	15,000.0000	19,718.3000	15,000.0000		
Account Classification Total: 5200 - Supplies		\$15,000.00	\$19,718.30	\$15,000.00		
5300 - Services						
5322	Conference/Reimb	500.0000	500.0000	500.0000		
5366	Computer Maintenance	25,000.0000	25,000.0000	36,000.0000		Added the \$11K Annual Server Hosting Fees (New after Conversion from Courtview/Equivalent) -Per I.T., hosting on a non-shared server was more secure than a shared server or cloud based option
5399	Other Miscellaneous Services	15,000.0000	15,059.1900	15,000.0000		
Account Classification Total: 5300 - Services		\$40,500.00	\$40,559.19	\$51,500.00		
5600 - Capital Purchases						
5639	Other Equipment	50,000.0000	104,666.8400	0.0000		
Account Classification Total: 5600 - Capital Purchases		\$50,000.00	\$104,666.84	\$0.00		
Department Total: 000 - General		\$105,500.00	\$164,944.33	\$66,500.00		
EXPENSES Total		\$105,500.00	\$164,944.33	\$66,500.00		
Fund EXPENSE	Total: 211 - Computerized Needs (courts)	\$105,500.00	\$164,944.33	\$66,500.00		

Attachment: Final 2023 Budget (2023 Budget Appropriations)

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 220 - Income Tax Fund						
EXPENSES						
Department: 564 - Income Tax Division						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	94,502.0000	94,502.0000	96,387.0000		
5109	HSA Employer Funding	4,000.0000	4,000.0000	4,000.0000		
5151	PERS Contribution	13,230.0000	13,230.0000	13,494.0000		
5161	Group Insurance	16,566.0000	16,566.0000	21,856.0000		
5164	Workers Compensation	2,681.0000	4,601.4600	2,037.0000		
5166	Medicare	1,370.0000	1,370.0000	1,398.0000		
Account Classification Total: 5100 - Personal Services		\$132,349.00	\$134,269.46	\$139,172.00		
5200 - Supplies						
5201	Office Supplies	1,500.0000	1,515.2500	1,500.0000		
5203	Computer Supplies	500.0000	500.0000	500.0000		
Account Classification Total: 5200 - Supplies		\$2,000.00	\$2,015.25	\$2,000.00		
5300 - Services						
5321	Professional Training	500.0000	500.0000	1,500.0000	CPIM and Tax Requirements	
5322	Conference/Reimb	1,000.0000	1,000.0000	2,000.0000	CPIM and Tax Requirements	
5323	Publications	200.0000	200.0000	0.0000		
5324	Professional Association Dues	525.0000	525.0000	650.0000		
5339	Misc Contract Services	75,000.0000	75,000.0000	75,000.0000		
5353	Employee Fidelity Bond	75.0000	75.0000	150.0000		
5362	Equipment Maintenance	425.0000	425.0000	425.0000		
5373	Auditor/Treasurer Fees	200.0000	200.0000	300.0000		
5379	Other Governmental Billings	10,000.0000	10,000.0000	10,000.0000		
5391	Postage	675.0000	675.0000	500.0000		
Account Classification Total: 5300 - Services		\$88,600.00	\$88,600.00	\$90,525.00		
5500 - Transfers/Other						
5519	Miscellaneous Costs	110,000.0000	110,000.0000	110,000.0000		
5529	Miscellaneous Distributions	800,000.0000	800,000.0000	800,000.0000		
5530	Enterprise Zone Payment	1,500,000.0000	1,500,000.0000	0.0000	E-Zone expired 12/31/2021, last payment made Feb. 2022	
Account Classification Total: 5500 - Transfers/Other		\$2,410,000.00	\$2,410,000.00	\$910,000.00		
Department Total: 564 - Income Tax Division		\$2,632,949.00	\$2,634,884.71	\$1,141,697.00		
EXPENSES Total		\$2,632,949.00	\$2,634,884.71	\$1,141,697.00		
Fund EXPENSE	Total: 220 - Income Tax Fund	\$2,632,949.00	\$2,634,884.71	\$1,141,697.00		

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Fund: 240 - Police Pension Fund								
EXPENSES								
Department: 000 - General								
5100 - Personal Services								
5152		PFDPF Contribution	150,000.0000	150,000.0000	300,000.0000			
Account Classification Total: 5100 - Personal Services			\$150,000.00	\$150,000.00	\$300,000.00			
5500 - Transfers/Other								
5519		Miscellaneous Costs	4,000.0000	4,000.0000	4,000.0000			
Account Classification Total: 5500 - Transfers/Other			\$4,000.00	\$4,000.00	\$4,000.00			
Department Total: 000 - General			\$154,000.00	\$154,000.00	\$304,000.00			
EXPENSES Total			\$154,000.00	\$154,000.00	\$304,000.00			
Fund EXPENSE	Total: 240 - Police Pension Fund		\$154,000.00	\$154,000.00	\$304,000.00			

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 250 - Sewer Capacity Fund

EXPENSES

Department: 736 - Wastewater Division

5300 - Services

5373	Auditor/Treasurer Fees	250.0000	250.0000	250.0000
Account Classification Total: 5300 - Services		\$250.00	\$250.00	\$250.00
Department Total: 736 - Wastewater Division		\$250.00	\$250.00	\$250.00
EXPENSES Total		\$250.00	\$250.00	\$250.00
Fund EXPENSE	Total: 250 - Sewer Capacity Fund	\$250.00	\$250.00	\$250.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 260 - Street Fund						
EXPENSES						
Department: 268 - Street Department						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	80,493.0000	80,493.0000	85,343.0000		
5102	Wages-Staff	404,255.0000	404,255.0000	425,852.0000		
5105	Overtime	28,000.0000	53,000.0000	28,000.0000		
5106	Longevity	3,550.0000	3,550.0000	7,125.0000		
5109	HSA Employer Funding	25,000.0000	25,000.0000	25,000.0000		
5151	PERS Contribution	71,932.0000	71,932.0000	76,135.0000		
5161	Group Insurance	134,548.0000	134,548.0000	134,449.0000		
5164	Workers Compensation	14,646.0000	22,274.9800	11,547.0000		
5166	Medicare	7,486.0000	7,486.0000	7,922.0000		
Account Classification Total: 5100 - Personal Services		\$769,910.00	\$802,538.98	\$801,373.00		
5200 - Supplies						
5201	Office Supplies	3,500.0000	3,642.0700	3,500.0000		
5203	Computer Supplies	1,000.0000	1,000.0000	1,000.0000		
5205	Small Tools/Minor Equipment	1,500.0000	1,500.0000	1,500.0000		
5213	Repair and Maintenance Supplies	500.0000	500.0000	500.0000		
5241	Uniforms-Purchased	2,000.0000	2,000.0000	3,200.0000		
5251	MV Gas and Oil	36,000.0000	38,859.0500	40,000.0000		
5252	Aggregates	19,000.0000	20,209.3000	17,000.0000		
5253	Ice Control	140,000.0000	140,000.0000	140,000.0000		
5259	Operating Materials and Supplies	130,500.0000	132,164.0800	150,500.0000		
Account Classification Total: 5200 - Supplies		\$334,000.00	\$339,874.50	\$357,200.00		
5300 - Services						
5311	Utilities	19,000.0000	20,082.1900	19,000.0000		
5313	Traffic Light Current	12,000.0000	12,549.0200	12,000.0000		
5321	Professional Training	500.0000	500.0000	500.0000		
5322	Conference/Reimb	200.0000	200.0000	200.0000		
5324	Professional Association Dues	160.0000	160.0000	160.0000		
5331	Engineering/Architecture	15,000.0000	21,500.0000	15,000.0000		
5339	Misc Contract Services	97,000.0000	97,025.1600	97,000.0000		
5351	Liability Insurance Deductible	8,000.0000	8,000.0000	8,000.0000		
5352	Motor Vehicle Insurance	8,000.0000	8,000.0000	8,000.0000		
5361	Building Repair/Maintenance	10,000.0000	10,000.0000	10,000.0000		
5365	Utility Line Repair/Maintenance	42,000.0000	42,000.0000	42,000.0000		
5391	Postage	100.0000	100.0000	100.0000		
5397	Uniform Rental	2,000.0000	2,051.6000	2,000.0000		
5399	Other Miscellaneous Services	1,500.0000	1,500.0000	1,500.0000		
Account Classification Total: 5300 - Services		\$215,460.00	\$223,667.97	\$215,460.00		
5600 - Capital Purchases						
5632	Motor Vehicles	0.0000	0.0000	393,781.0000		
5633	Machinery and Equipment	15,000.0000	37,375.0000	20,442.0000		
Account Classification Total: 5600 - Capital Purchases		\$15,000.00	\$37,375.00	\$414,223.00		
Department Total: 268 - Street Department		\$1,334,370.00	\$1,403,456.45	\$1,788,256.00		
EXPENSES Total		\$1,334,370.00	\$1,403,456.45	\$1,788,256.00		
Fund EXPENSE	Total: 260 - Street Fund	\$1,334,370.00	\$1,403,456.45	\$1,788,256.00		

Expense Budget Worksheet Report

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Fund: 270 - State Highway Fund								
EXPENSES								
Department:		268 - Street Department						
5200 - Supplies								
5253		Ice Control	55,000.0000	55,000.0000	55,000.0000			
5259		Operating Materials and Supplies	15,000.0000	15,000.0000	15,000.0000			
Account Classification Total: 5200 - Supplies			\$70,000.00	\$70,000.00	\$70,000.00			
5300 - Services								
5313		Traffic Light Current	12,000.0000	12,607.0900	12,000.0000			
5339		Misc Contract Services	3,000.0000	3,000.0000	3,000.0000			
5365		Utility Line Repair/Maintenance	19,000.0000	19,000.0000	22,000.0000			
Account Classification Total: 5300 - Services			\$34,000.00	\$34,607.09	\$37,000.00			
Department Total: 268 - Street Department			\$104,000.00	\$104,607.09	\$107,000.00			
EXPENSES Total			\$104,000.00	\$104,607.09	\$107,000.00			
Fund EXPENSE	Total: 270 - State Highway Fund		\$104,000.00	\$104,607.09	\$107,000.00			

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Fund: 310 - General Debt Retirement Fund								
EXPENSES								
Department:		991 - Debt Service						
		5400 - Debt Service						
5414		G. O. Bond-Principal	1,883,560.0000	1,883,560.0000	1,644,810.0000			
5424		G. O. Bond-Interest	1,098,180.0000	1,098,180.0000	1,000,100.0000			
Account Classification Total: 5400 - Debt Service			\$2,981,740.00	\$2,981,740.00	\$2,644,910.00			
Department Total: 991 - Debt Service			\$2,981,740.00	\$2,981,740.00	\$2,644,910.00			
EXPENSES Total			\$2,981,740.00	\$2,981,740.00	\$2,644,910.00			
Fund EXPENSE	Total: 310 - General Debt Retirement Fund		\$2,981,740.00	\$2,981,740.00	\$2,644,910.00			

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 330 - Taylor Sq Tief Debt Retirement							
EXPENSES							
Department: 991 - Debt Service							
5400 - Debt Service							
5414		G. O. Bond-Principal	550,000.0000	550,000.0000	555,000.0000		
5424		G. O. Bond-Interest	23,905.0000	23,905.0000	12,005.0000		
Account Classification Total: 5400 - Debt Service			\$573,905.00	\$573,905.00	\$567,005.00		
Department Total: 991 - Debt Service			\$573,905.00	\$573,905.00	\$567,005.00		
EXPENSES Total			\$573,905.00	\$573,905.00	\$567,005.00		
Fund EXPENSE	Total: 330 - Taylor Sq Tief Debt Retirement		\$573,905.00	\$573,905.00	\$567,005.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 710 - Water Fund						
EXPENSES						
Department: 735 - Water Division						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	41,322.0000	41,322.0000	44,336.0000		
5102	Wages-Staff	270,769.0000	270,769.0000	336,150.0000		
5105	Overtime	15,400.0000	15,400.0000	15,400.0000		
5106	Longevity	2,575.0000	2,575.0000	3,575.0000		
5109	HSA Employer Funding	17,000.0000	17,000.0000	21,000.0000		
5151	PERS Contribution	45,999.0000	45,999.0000	55,715.0000		
5161	Group Insurance	93,697.0000	93,697.0000	115,400.0000		
5164	Workers Compensation	9,363.0000	14,137.7200	8,443.0000		
5166	Medicare	4,786.0000	4,786.0000	5,792.0000		
Account Classification Total: 5100 - Personal Services		\$500,911.00	\$505,685.72	\$605,811.00		
5200 - Supplies						
5201	Office Supplies	5,500.0000	6,058.5300	7,500.0000		
5203	Computer Supplies	7,500.0000	7,500.0000	7,500.0000		
5213	Repair and Maintenance Supplies	10,000.0000	10,000.0000	15,000.0000	currently at 110 % of 2022 budget	
5241	Uniforms-Purchased	3,500.0000	3,500.0000	3,500.0000		
5251	MV Gas and Oil	18,500.0000	19,176.9600	20,000.0000	cost of inflation	
5252	Aggregates	41,000.0000	41,301.6800	60,000.0000	Cost of inflation	
5259	Operating Materials and Supplies	90,000.0000	96,213.1200	120,000.0000	Spent 130 % of 2022 budget inflation.	
5263	Meters-Resale	20,000.0000	25,192.0500	20,000.0000		
Account Classification Total: 5200 - Supplies		\$196,000.00	\$208,942.34	\$253,500.00		
5300 - Services						
5311	Utilities	16,000.0000	17,575.0600	18,000.0000	inflation cost	
5321	Professional Training	3,800.0000	3,800.0000	3,800.0000		
5322	Conference/Reimb	2,500.0000	2,500.0000	2,500.0000		
5323	Publications	250.0000	250.0000	2,500.0000	We have lead and copper samples and CCR's increase inflation.	
5324	Professional Association Dues	400.0000	400.0000	400.0000		
5325	Educational Assistance	500.0000	500.0000	500.0000		
5331	Engineering/Architecture	20,000.0000	20,650.0000	20,000.0000		
5339	Misc Contract Services	50,000.0000	50,426.6200	50,000.0000		
5351	Liability Insurance Deductible	4,500.0000	4,500.0000	4,500.0000		
5352	Motor Vehicle Insurance	2,750.0000	2,750.0000	2,750.0000		
5361	Building Repair/Maintenance	2,000.0000	2,000.0000	2,000.0000		
5362	Equipment Maintenance	8,000.0000	8,000.0000	10,000.0000	due to inflation.	
5363	MV Repair/Maintenance-External	1,000.0000	1,000.0000	1,000.0000		
5364	MV Repair/Maintenance-Internal	6,000.0000	6,000.0000	6,000.0000		
5365	Utility Line Repair/Maintenance	38,000.0000	38,000.0000	38,000.0000		
5366	Computer Maintenance	12,500.0000	12,500.0000	12,500.0000		
5378	Columbus Contract	5,600,000.0000	6,100,915.4400	5,840,000.0000	4% increase from Columbus	
5379	Other Governmental Billings	15,000.0000	15,000.0000	15,000.0000		
5391	Postage	15,000.0000	15,000.0000	18,000.0000	inflation	
5399	Other Miscellaneous Services	200,000.0000	200,182.5800	380,000.0000	an increase to Sensus Water meters and remote cost and ordering enough to finish out cycle 3 not to mention the purchase for new builds also see 5633 for those purchases	
Account Classification Total: 5300 - Services		\$5,998,200.00	\$6,501,949.70	\$6,427,450.00		
5600 - Capital Purchases						
5611	Buildings	12,500.0000	12,500.0000	12,500.0000		
5631	Furniture and Fixtures	1,000.0000	1,259.9700	1,000.0000		
5632	Motor Vehicles	225,000.0000	225,000.0000	75,000.0000		
5633	Machinery and Equipment	250,000.0000	250,000.0000	350,000.0000	increased due to inflation	
5639	Other Equipment	75,000.0000	225,000.0000	110,000.0000	will need to pay for the RNI though Sensus 30,000	
Account Classification Total: 5600 - Capital Purchases		\$563,500.00	\$713,759.97	\$548,500.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Department Total: 735 - Water Division		\$7,258,611.00	\$7,930,337.73	\$7,835,261.00		
Department: 991 - Debt Service						
5400 - Debt Service						
5414	G. O. Bond-Principal	232,830.0000	232,830.0000	240,350.0000		
5424	G. O. Bond-Interest	22,285.0000	22,285.0000	16,400.0000		
Account Classification Total: 5400 - Debt Service		\$255,115.00	\$255,115.00	\$256,750.00		
Department Total: 991 - Debt Service		\$255,115.00	\$255,115.00	\$256,750.00		
EXPENSES Total		\$7,513,726.00	\$8,185,452.73	\$8,092,011.00		
Fund EXPENSE	Total: 710 - Water Fund	\$7,513,726.00	\$8,185,452.73	\$8,092,011.00		

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 720 - Wastewater/Sewer Fund						
EXPENSES						
Department: 736 - Wastewater Division						
5100 - Personal Services						
5101	Salary-Elected Officials/Director	41,322.0000	41,322.0000	44,336.0000		
5102	Wages-Staff	305,536.0000	305,536.0000	320,546.0000		
5105	Overtime	3,500.0000	3,500.0000	3,500.0000		
5106	Longevity	1,975.0000	1,975.0000	1,875.0000		
5109	HSA Employer Funding	19,000.0000	19,000.0000	19,000.0000		
5151	PERS Contribution	48,977.0000	48,977.0000	51,486.0000		
5161	Group Insurance	101,836.0000	101,836.0000	101,758.0000		
5164	Workers Compensation	9,995.0000	15,421.6200	7,826.0000		
5166	Medicare	5,109.0000	5,109.0000	5,369.0000		
Account Classification Total: 5100 - Personal Services		\$537,250.00	\$542,676.62	\$555,696.00		
5200 - Supplies						
5201	Office Supplies	5,500.0000	5,541.3300	7,500.0000		
5203	Computer Supplies	7,500.0000	7,500.0000	7,500.0000		
5213	Repair and Maintenance Supplies	2,500.0000	2,500.0000	7,500.0000		
5241	Uniforms-Purchased	3,500.0000	3,500.0000	3,500.0000		
5251	MV Gas and Oil	18,500.0000	19,176.9400	20,000.0000	inflation cost	
5252	Aggregates	4,500.0000	4,500.0000	4,500.0000		
5259	Operating Materials and Supplies	65,000.0000	71,213.1300	80,000.0000	6 to 8% inflation increase from all vendors	
Account Classification Total: 5200 - Supplies		\$107,000.00	\$113,931.40	\$130,500.00		
5300 - Services						
5311	Utilities	12,000.0000	12,499.9100	15,000.0000	inflation cost	
5321	Professional Training	4,000.0000	4,000.0000	4,000.0000		
5322	Conference/Reimb	1,000.0000	1,000.0000	1,500.0000		
5324	Professional Association Dues	350.0000	350.0000	500.0000		
5325	Educational Assistance	500.0000	500.0000	500.0000		
5331	Engineering/Architecture	20,000.0000	20,000.0000	20,000.0000		
5339	Misc Contract Services	45,000.0000	45,426.6200	45,000.0000		
5351	Liability Insurance Deductible	1,750.0000	1,750.0000	1,750.0000		
5352	Motor Vehicle Insurance	3,000.0000	3,000.0000	3,000.0000		
5361	Building Repair/Maintenance	9,000.0000	9,000.0000	9,000.0000		
5362	Equipment Maintenance	3,000.0000	3,000.0000	3,000.0000		
5363	MV Repair/Maintenance-External	1,000.0000	1,000.0000	1,000.0000		
5364	MV Repair/Maintenance-Internal	6,000.0000	6,000.0000	6,000.0000		
5365	Utility Line Repair/Maintenance	115,000.0000	246,457.7100	115,000.0000		
5366	Computer Maintenance	15,000.0000	15,000.0000	15,000.0000		
5378	Columbus Contract	5,500,000.0000	6,179,530.5700	5,840,000.0000	5% increase from Columbus	
5391	Postage	12,000.0000	12,000.0000	15,000.0000	increased cost inflation	
5399	Other Miscellaneous Services	200,000.0000	200,182.6000	380,000.0000	inflation cost shared with water department to purchase meters and radios.	
Account Classification Total: 5300 - Services		\$5,948,600.00	\$6,760,697.41	\$6,475,250.00		
5600 - Capital Purchases						
5601	Land	0.0000	3,800.0000	0.0000		
5611	Buildings	12,500.0000	12,500.0000	12,500.0000		
5631	Furniture and Fixtures	1,000.0000	1,259.9700	1,000.0000		
5632	Motor Vehicles	225,000.0000	225,000.0000	75,000.0000	reduced not purchasing any big vehicles	
5633	Machinery and Equipment	250,000.0000	250,000.0000	300,000.0000	cost associated with purchasing MXU's	
5639	Other Equipment	75,000.0000	225,000.0000	100,000.0000	increase for sensus RNI	
Account Classification Total: 5600 - Capital Purchases		\$563,500.00	\$717,559.97	\$488,500.00		
Department Total: 736 - Wastewater Division		\$7,156,350.00	\$8,134,865.40	\$7,649,946.00		

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget	Comments
Department: 991 - Debt Service									
5400 - Debt Service									
5414		G. O. Bond-Principal	39,000.0000	39,000.0000	0.0000				
5424		G. O. Bond-Interest	972.0000	972.0000	0.0000				
Account Classification Total: 5400 - Debt Service			\$39,972.00	\$39,972.00	\$0.00				
Department Total: 991 - Debt Service			\$39,972.00	\$39,972.00	\$0.00				
EXPENSES Total			\$7,196,322.00	\$8,174,837.40	\$7,649,946.00				
Fund EXPENSE	Total: 720 - Wastewater/Sewer Fund		\$7,196,322.00	\$8,174,837.40	\$7,649,946.00				

Expense Budget Worksheet Report

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
Fund: 740 - Storm Water Drainage Fund						
EXPENSES						
Department: 737 - Storm Water Division						
5100 - Personal Services						
5102	Wages-Staff	224,764.0000	224,764.0000	239,135.0000		
5105	Overtime	4,900.0000	4,900.0000	4,900.0000		
5106	Longevity	2,150.0000	2,150.0000	3,425.0000		
5109	HSA Employer Funding	7,000.0000	7,000.0000	7,000.0000		
5151	PERS Contribution	31,754.0000	31,754.0000	33,944.0000		
5161	Group Insurance	38,084.0000	38,084.0000	38,055.0000		
5164	Workers Compensation	6,576.0000	9,888.3500	5,230.0000		
5166	Medicare	3,361.0000	3,361.0000	3,589.0000		
Account Classification Total: 5100 - Personal Services		\$318,589.00	\$321,901.35	\$335,278.00		
5200 - Supplies						
5201	Office Supplies	6,500.0000	6,500.0000	6,500.0000		
5203	Computer Supplies	750.0000	750.0000	750.0000		
5205	Small Tools/Minor Equipment	1,500.0000	1,500.0000	1,500.0000		
5241	Uniforms-Purchased	1,000.0000	1,000.0000	1,600.0000		
5251	MV Gas and Oil	6,000.0000	6,344.0000	7,000.0000		
5252	Aggregates	1,250.0000	1,250.0000	1,250.0000		
5259	Operating Materials and Supplies	47,000.0000	47,000.0000	47,000.0000		
Account Classification Total: 5200 - Supplies		\$64,000.00	\$64,344.00	\$65,600.00		
5300 - Services						
5311	Utilities	7,000.0000	7,370.8000	7,000.0000		
5321	Professional Training	400.0000	400.0000	400.0000		
5322	Conference/Reimb	20.0000	20.0000	20.0000		
5324	Professional Association Dues	220.0000	220.0000	220.0000		
5331	Engineering/Architecture	8,000.0000	33,935.0000	8,000.0000		
5339	Misc Contract Services	42,450.0000	42,950.0000	47,450.0000		
5351	Liability Insurance Deductible	2,250.0000	2,250.0000	2,500.0000		
5352	Motor Vehicle Insurance	2,750.0000	2,750.0000	2,750.0000		
5361	Building Repair/Maintenance	4,000.0000	4,000.0000	4,000.0000		
5364	MV Repair/Maintenance-Internal	3,500.0000	3,500.0000	3,500.0000		
5365	Utility Line Repair/Maintenance	7,500.0000	7,500.0000	7,500.0000		
5378	Columbus Contract	936,000.0000	1,007,623.5300	992,200.0000		
5391	Postage	22,000.0000	22,000.0000	22,000.0000		
5397	Uniform Rental	2,000.0000	2,000.0000	2,000.0000		
5399	Other Miscellaneous Services	40,000.0000	40,182.6000	41,000.0000		
Account Classification Total: 5300 - Services		\$1,078,090.00	\$1,176,701.93	\$1,140,540.00		
5600 - Capital Purchases						
5632	Motor Vehicles	160,000.0000	160,000.0000	0.0000		
Account Classification Total: 5600 - Capital Purchases		\$160,000.00	\$160,000.00	\$0.00		
Department Total: 737 - Storm Water Division		\$1,620,679.00	\$1,722,947.28	\$1,541,418.00		

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget	Comments
Department: 991 - Debt Service									
5400 - Debt Service									
5414		G. O. Bond-Principal	110,000.0000	110,000.0000	115,000.0000				
5424		G. O. Bond-Interest	13,110.0000	13,110.0000	10,650.0000				
Account Classification Total: 5400 - Debt Service			\$123,110.00	\$123,110.00	\$125,650.00				
Department Total: 991 - Debt Service			\$123,110.00	\$123,110.00	\$125,650.00				
EXPENSES Total			\$1,743,789.00	\$1,846,057.28	\$1,667,068.00				
Fund EXPENSE	Total: 740 - Storm Water Drainage Fund		\$1,743,789.00	\$1,846,057.28	\$1,667,068.00				

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Fund: 750 - Solid Waste Fund							
EXPENSES							
Department: 738 - Refuse Collection							
5200 - Supplies							
5201	Office Supplies	2,000.0000	2,000.0000	2,000.0000			
Account Classification Total: 5200 - Supplies		\$2,000.00	\$2,000.00	\$2,000.00			
5300 - Services							
5315	Private Hauler Contract	2,500,000.0000	2,885,947.3900	2,500,000.0000			
5391	Postage	14,000.0000	14,000.0000	14,000.0000			
5399	Other Miscellaneous Services	110,000.0000	120,309.6500	110,000.0000			
Account Classification Total: 5300 - Services		\$2,624,000.00	\$3,020,257.04	\$2,624,000.00			
Department Total: 738 - Refuse Collection		\$2,626,000.00	\$3,022,257.04	\$2,626,000.00			
EXPENSES Total		\$2,626,000.00	\$3,022,257.04	\$2,626,000.00			
Fund EXPENSE	Total: 750 - Solid Waste Fund	\$2,626,000.00	\$3,022,257.04	\$2,626,000.00			

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
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Fund: 941 - JEDD1-ETNA-REYNOLDSBURG

EXPENSES

Department: 000 - General

5500 - Transfers/Other

5529	Miscellaneous Distributions	110,000.0000	790,000.0000	500,000.0000
Account Classification Total: 5500 - Transfers/Other		\$110,000.00	\$790,000.00	\$500,000.00
Department Total: 000 - General		\$110,000.00	\$790,000.00	\$500,000.00
EXPENSES Total		\$110,000.00	\$790,000.00	\$500,000.00
Fund EXPENSE	Total: 941 - JEDD1-ETNA-REYNOLDSBURG	\$110,000.00	\$790,000.00	\$500,000.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 942 - JEDD2-ETNA-REYNOLDSBURG

EXPENSES

Department: 000 - General

5500 - Transfers/Other

5529	Miscellaneous Distributions	85,000.0000	365,000.0000	75,000.0000
Account Classification Total: 5500 - Transfers/Other		\$85,000.00	\$365,000.00	\$75,000.00
Department Total: 000 - General		\$85,000.00	\$365,000.00	\$75,000.00
EXPENSES Total		\$85,000.00	\$365,000.00	\$75,000.00
Fund EXPENSE	Total: 942 - JEDD2-ETNA-REYNOLDSBURG	\$85,000.00	\$365,000.00	\$75,000.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 943 - JEDD3-ETNA-REYNOLDSBURG

EXPENSES

Department: 000 - General

5500 - Transfers/Other

5529	Miscellaneous Distributions	165,000.0000	650,000.0000	400,000.0000
Account Classification Total: 5500 - Transfers/Other		\$165,000.00	\$650,000.00	\$400,000.00
Department Total: 000 - General		\$165,000.00	\$650,000.00	\$400,000.00
EXPENSES Total		\$165,000.00	\$650,000.00	\$400,000.00
Fund EXPENSE	Total: 943 - JEDD3-ETNA-REYNOLDSBURG	\$165,000.00	\$650,000.00	\$400,000.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 944 - JEDD4-ETNA-REYNOLDSBURG

EXPENSES

Department: 000 - General

5500 - Transfers/Other

5529	Miscellaneous Distributions	10,000.0000	60,000.0000	50,000.0000
Account Classification Total: 5500 - Transfers/Other		\$10,000.00	\$60,000.00	\$50,000.00
Department Total: 000 - General		\$10,000.00	\$60,000.00	\$50,000.00
EXPENSES Total		\$10,000.00	\$60,000.00	\$50,000.00
Fund EXPENSE	Total: 944 - JEDD4-ETNA-REYNOLDSBURG	\$10,000.00	\$60,000.00	\$50,000.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
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Fund: 947 - JEDD 7- REYNOLDSBURG-ETNA

EXPENSES

Department: 000 - General

5500 - Transfers/Other

5529	Miscellaneous Distributions	0.0000	395,000.0000	250,000.0000
Account Classification Total: 5500 - Transfers/Other		\$0.00	\$395,000.00	\$250,000.00
Department Total: 000 - General		\$0.00	\$395,000.00	\$250,000.00
EXPENSES Total		\$0.00	\$395,000.00	\$250,000.00
Fund EXPENSE	Total: 947 - JEDD 7- REYNOLDSBURG-ETNA	\$0.00	\$395,000.00	\$250,000.00

Expense Budget Worksheet Report

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
Fund: 970 - Taylor Sq School Tief								
EXPENSES								
Department: 000 - General								
Project: 0002 - Phase II								
5300 - Services								
5373		Auditor/Treasurer Fees	30,000.0000	30,000.0000	30,000.0000			
Account Classification Total: 5300 - Services			\$30,000.00	\$30,000.00	\$30,000.00			
5500 - Transfers/Other								
5501		Transfers	573,905.0000	573,905.0000	0.0000	567,005	IN ORDINANCE WORDING	
5527		Agency/Tief Distributions	950,250.0000	950,250.0000	0.0000	1042000	IN ORDINANCE WORDING	
Account Classification Total: 5500 - Transfers/Other			\$1,524,155.00	\$1,524,155.00	\$0.00			
Project Total: 0002 - Phase II			\$1,554,155.00	\$1,554,155.00	\$30,000.00			
Department Total: 000 - General			\$1,554,155.00	\$1,554,155.00	\$30,000.00			
EXPENSES Total			\$1,554,155.00	\$1,554,155.00	\$30,000.00			
Fund EXPENSE	Total: 970 - Taylor Sq School Tief		\$1,554,155.00	\$1,554,155.00	\$30,000.00			

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry Comments	Mayor's Budget Comments
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Fund: 971 - Brice Main Tif

EXPENSES

Department: 000 - General

5300 - Services

5373	Auditor/Treasurer Fees	4,000.0000	4,000.0000	4,000.0000
Account Classification Total: 5300 - Services		\$4,000.00	\$4,000.00	\$4,000.00

5500 - Transfers/Other

5527	Agency/Tief Distributions	130,350.0000	130,350.0000	125350 IN ORDINANCE WORDING
Account Classification Total: 5500 - Transfers/Other		\$130,350.00	\$130,350.00	\$0.00
Department Total: 000 - General		\$130,350.00	\$130,350.00	\$0.00

Department: 991 - Debt Service

5400 - Debt Service

5414	G. O. Bond-Principal	100,000.0000	100,000.0000	75,000.0000
5424	G. O. Bond-Interest	2,975.0000	2,975.0000	1,275.0000
Account Classification Total: 5400 - Debt Service		\$102,975.00	\$102,975.00	\$76,275.00
Department Total: 991 - Debt Service		\$102,975.00	\$102,975.00	\$76,275.00
EXPENSES Total		\$233,325.00	\$233,325.00	\$80,275.00
Fund EXPENSE Total: 971 - Brice Main Tif		\$233,325.00	\$233,325.00	\$80,275.00

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 973 - Summit Rd Tif #1

EXPENSES							
Department: 000 - General							
Project: 4000 - Tief-General							
5300 - Services							
5373	Auditor/Treasurer Fees	1,500.0000	1,500.0000	1,500.0000			
Account Classification Total: 5300 - Services		\$1,500.00	\$1,500.00	\$1,500.00			
Project Total: 4000 - Tief-General		\$1,500.00	\$1,500.00	\$1,500.00			
Department Total: 000 - General		\$1,500.00	\$1,500.00	\$1,500.00			
EXPENSES Total		\$1,500.00	\$1,500.00	\$1,500.00			
Fund EXPENSE	Total: 973 - Summit Rd Tif #1	\$1,500.00	\$1,500.00	\$1,500.00			

Account Number		Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget	Comments
Fund: 974 - Taylor Rd Tif #1									
EXPENSES									
Department:		000 - General							
Project:		4000 - Tief-General							
5300 - Services									
5373	Auditor/Treasurer Fees		500.0000	500.0000	600.0000				
Account Classification Total: 5300 - Services			\$500.00	\$500.00	\$600.00				
5600 - Capital Purchases									
5651	Street Resurfacing		0.0000	250,000.0000	0.0000				
Account Classification Total: 5600 - Capital Purchases			\$0.00	\$250,000.00	\$0.00				
Project Total: 4000 - Tief-General			\$500.00	\$250,500.00	\$600.00				
Department Total: 000 - General			\$500.00	\$250,500.00	\$600.00				
EXPENSES Total			\$500.00	\$250,500.00	\$600.00				
Fund EXPENSE	Total: 974 - Taylor Rd Tif #1		\$500.00	\$250,500.00	\$600.00				

Account Number	Account Description	2022 Adopted Budget	2022 Amended Budget	2023 Mayor's Budget	Department Entry	Comments	Mayor's Budget Comments
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Fund: 975 - Taylor Rd Tif #2

EXPENSES

Department: 000 - General
Project: 4000 - Tief-General
5300 - Services

5373	Auditor/Treasurer Fees	100.0000	100.0000	100.0000
Account Classification Total: 5300 - Services		\$100.00	\$100.00	\$100.00
Project Total: 4000 - Tief-General		\$100.00	\$100.00	\$100.00
Department Total: 000 - General		\$100.00	\$100.00	\$100.00
EXPENSES Total		\$100.00	\$100.00	\$100.00
Fund EXPENSE	Total: 975 - Taylor Rd Tif #2	\$100.00	\$100.00	\$100.00
EXPENSE GRAND Totals:		\$46,619,105.00	\$51,421,035.92	\$56,798,166.00

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone****ORDINANCE REQUEST**

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: Transfer of Funds Among Various Departments for Year End 2022 -
Clean Up Ordinance

Approval:

Completed Joe Begeny	Skipped Chris Shook	Completed Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Appropriate from the General Fund as follows: Adopt as an Emergency at the Third Reading

Adopt as an Emergency at the Third Reading -Requests hold in Committee on 12/05/2022 meeting for any last minute changes.

**AN ORDINANCE TO TRANSFER FUNDS AMONG VARIOUS GENERAL FUND
ACCOUNTS, AND DECLARING AN EMERGENCY**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Council unappropriate and appropriate funds to the following accounts:

Unappropriate \$6,860.00 from account 110.340.5102 Wages Parks & Recreation and return to the unappropriated General Fund (110)

City Auditor's Office

Stephen Cicak

7232 E. Main Street

Reynoldsburg OHIO 43068

614/322-6858 Phone

From the unappropriated General Fund (110) appropriate:

110.545.5161 Group Insurance Auditor's Department	\$ 1,000.00
110.571.5102 Part-Time Wages City Council	\$ 4,500.00
110.582.5161 Group Insurance Human Resource Department	\$ 500.00
110.593.5161 Group Insurance Clerk of Courts	\$ 750.00
110.810.5376 County Health Services	\$ 110.00

From the unappropriated Income Tax Fund (220) appropriate:

220.564.5161 Group Insurance Income Tax Fund	\$ 6,000.00
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From the unappropriated Street Fund (260) appropriate:

260.268.5161 Group Insurance Street Fund	\$ 1,000.00
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From the unappropriated Waste Water Fund (720) appropriate:

720.736.5105 Overtime Waste Water Fund	\$12,000.00
740.736.5151 OPERS Contribution Waste Water Fund	\$ 1,700.00

From the unappropriated Storm Water Fund (740) appropriate:

740.737.5102 Wages Staff Storm Water Fund	\$ 1,600.00
740.737.5161 Group Insurance Storm Water Fund	\$ 1,200.00
740.737.5151 OPERS Contribution Storm Water Fund	\$ 1,100.00

From the unappropriated Visitor's Bureau Fund (920) appropriate:

920.000.5527 Agency Distributions Visitors Bureau Fund	\$75,000.00
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Stephen Cicak
7232 E. Main Street
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Unappropriate the following amounts from and return to the proper fund:

JEDD 1 (941)	941.000.5529 Unappropriate Agency Distributions	\$145,000.00
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JEDD 2 (942)	942.000.5529 Unappropriate Agency Distributions	\$163,000.00
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JEDD 3 (943)	943.000.5529 Unappropriate Agency Distributions	\$105,000.00
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JEDD 4 (944)	944.000.5529 Unappropriate Agency Distributions	\$ 18,000.00
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JEDD 7 (947)	947.000.5529 Unappropriate Agency Distributions	\$133,000.00
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From the unappropriated Debt Fund (310) appropriate:

310.991.5424 G.O. Bond Interest	\$ 400.00
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Unappropriate from account 971.000.5527 Brice Road TIF and return to the unappropriated Brice Road TIF Fund (971)	(\$55,350.00)
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SECTION 2. That this Ordinance is deemed to be an emergency measure necessary for the financial needs of the City, and further in order to be in compliance with ORC year end requirements; wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.

City Auditor's Office

Stephen Cicak

7232 E. Main Street

Reynoldsburg OHIO 43068

614/322-6858 Phone

ORDINANCE REQUEST

DATE: December 5, 2022

TO: Finance and Administration Committee

RE: Accept and Appropriate American Legion Reynoldsburg Post 798
Monument Donation for Memorial Plaza

Approval:

Completed Joe Begeny	Completed Chris Shook	Completed Stephen Cicak
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Accept \$6,500 from the American Legion, Reynoldsburg Post 798 and Appropriate it to Account 110.595.5399 Memorial Plaza for purchasing a Military Commemoration Monument.

Reynoldsburg Post 798 of the American Legion donated \$4000.00 on 11NOV 2022 for the purpose of purchasing a commemorative monument in Memorial Plaza, City of Reynoldsburg.

Mayor Begeny accepted this gift from Post Commander George Mussi during the Veterans Day Ceremony. \$2500.00 Was previously donated to at the Memorial Day 2022 ceremony

This legislation accepts and appropriates these funds.

Accept \$6,500.00 from the American Legion Post 798 and Appropriate it to Account 110.595.5399

AN ORDINANCE APPROPRIATING FUNDS FROM THE UNAPPROPRIATED CIP FUND TO THE CIP MEMORIAL PLAZA ACCOUNT FOR DONATED MONIES

WHEREAS, THE CITY OF REYNOLDSBURG HAS RECEIVED A DONATIONS IN THE

City Auditor's Office**Stephen Cicak****7232 E. Main Street****Reynoldsburg OHIO 43068****614/322-6858 Phone**

AMOUNT OF \$6,500.00 FROM THE AMERICAN LEGION REYNOLDSBURG POST 798
FOR A MONUMENT IN MEMORIAL PLAZA; AND

WHEREAS, THOSE MONIES NEED TO BE APPROPRIATED FROM THE
UNAPPROPRIATED CIP FUND (410) AND INTO THE CIP FUND ACCOUNT
410.000.0162.5602 LANCASTER AVENUE/MAIN STREET PARKING LOT

**THEREFORE NOW BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
REYNOLDSBURG, OHIO:**

SECTION 1. THAT AN AMOUNT OF \$6,500.00 IN THE UNAPPROPRIATED CIP FUND
(410) BE AND IS HEREBY APPROPRIATED AS FOLLOWS:

\$6,500 410.000.0162.5602 LANCASTER AVENUE/MAIN STREET PARKING LOT

SECTION 2. THAT UPON ADOPTION BY COUNCIL, THIS ORDINANCE SHALL BE IN
EFFECT THIRTY DAYS FOLLOWING SIGNATURE BY THE MAYOR.

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: **December 5, 2022**

TO: **Public Service and Transportation Committee**

RE: **2023 Water Rates**

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
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Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

Amend water rate schedule to a 5% increase to all water users. This increase is 1% over City of Columbus' rate increase of 4% in order to maintain the City's costs and ability to complete maintenance projects.

AN ORDINANCE TO AMEND CHAPTER 953 WATER CHARGES, SECTION 953.01(a) WATER RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Section 953.01(a) Water Rate Schedule of Chapter 953 Water Charges of the Code of Ordinances for the City of Reynoldsburg be and is hereby amended to read as follows:

953.01 Water Rate Schedule

(a) Charges for water furnished by the municipally-owned water system shall be at the rate of ~~nine dollars and zero cents~~. **NINE DOLLARS AND FORTY FIVE CENTS** starting JANUARY 1, 2023. A ten (10%) percent discount shall be applied to seniors (65 and older), but only up to the first ten thousand gallons of consumption.

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

SECTION 2. That existing Section 953.01(a) of Chapter 953 Water Charges be and is hereby repealed and replaced.

SECTION 3. That this Ordinance is deemed to be an emergency measure for the financial needs of the city to ensure the effective date of January 1, 2023. Wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.

Water					Sewer						
2019					2019					2009	
	Collected Dollar Amount	Billed	Percent Collected	CIP WTR	CIP SWR	Collected	Billed	Percent Collected			
Jan	\$476,193.18	\$458,159.25	1.04	\$57,231.00	\$28,463.00	\$464,391.25	\$456,562.83	1.02	4912021.09	853899.0686	
Feb	\$276,676.32	\$259,172.16	1.07	\$32,719.00	\$16,459.00	\$272,539.60	\$263,201.28	1.04			
Mar	\$801,682.45	\$756,871.98	1.06	\$95,667.00	\$46,387.00	\$766,755.42	\$749,600.06	1.02	51155		
Apr	\$443,912.38	\$437,192.39	1.02	\$54,421.00	\$27,097.50	\$434,820.41	\$445,086.50	0.98			
May	\$289,440.05	\$270,242.60	1.07	\$33,435.00	\$16,728.00	\$296,914.44	\$277,980.28	1.07			
June	\$743,168.75	\$776,826.84	0.96	\$96,303.00	\$47,355.50	\$742,920.11	\$785,129.32	0.95	4963176.09		
July	\$508,320.29	\$446,011.40	1.14	\$54,785.00	\$27,303.50	\$501,248.64	\$454,126.63	1.10			
August	\$336,569.86	\$279,737.84	1.20	\$34,332.00	\$17,177.00	\$328,193.45	\$285,913.81	1.15	4014423.17	833327.3631	
September	\$877,004.88	\$841,036.32	1.04	\$101,903.00	\$47,969.50	\$825,049.88	\$795,350.89	1.04	320475.42		
October	\$505,636.69	\$467,849.98	1.08	\$56,101.00	\$27,927.00	\$494,302.43	\$463,950.32	1.07	419262.96		
November	\$302,374.96	\$298,463.00	1.01	\$35,679.00	\$17,781.00	\$298,245.20	\$297,304.00	1.00	2618		
December	\$895,221.11	\$874,961.08	1.02	\$104,955.00	\$50,054.50	\$840,108.20	\$829,472.53	1.01	20540.66		
									199613.61		
Total / Percentage	\$6,456,200.92	\$6,166,524.84	1.05	\$757,531.00	\$370,702.50	\$6,265,489.03	\$6,103,678.45	1.03			
									85399		
2020					2020					5062332.82	
Jan	\$489,007.86	\$463,210.00	1.06	\$55,912.00	\$27,830.50	\$473,620.35	\$463,094.36	1.02	0.534883755		
Feb	\$284,246.93	\$271,545.08	1.05	\$33,316.00	\$16,636.00	\$281,972.66	\$276,919.16	1.02			
Mar	\$785,316.54	\$799,746.59	0.98	\$97,867.00	\$48,264.50	\$750,428.39	\$811,110.09	0.93	-99156.73		
Apr	\$439,672.19	\$469,130.75	0.94	\$56,660.00	\$28,225.00	\$453,816.59	\$476,795.27	0.95			
May	\$312,280.57	\$282,739.00	1.10	\$33,707.00	\$16,862.00	\$318,996.85	\$291,252.56	1.10	2707759.59		
June	\$794,694.13	\$791,942.60	1.00	\$94,460.00	\$46,661.50	\$802,848.18	\$804,616.66	1.00			
July	\$487,391.40	\$465,047.36	1.05	\$55,080.00	\$27,432.50	\$492,881.22	\$474,594.14	1.04			
August	\$343,950.22	\$320,200.16	1.07	\$37,747.00	\$18,848.50	\$343,726.71	\$325,810.14	1.05			
September	\$990,588.43	\$949,327.48	1.04	\$109,536.00	\$52,401.50	\$904,551.21	\$903,315.66	1.00	4.817342317		
October	\$593,210.17	\$555,856.11	1.07	\$67,410.43	\$33,541.73	\$572,976.11	\$546,059.02	1.05	0.06		
November	\$339,575.67	\$331,172.84	1.03	\$38,617.10	\$19,212.05	\$332,544.78	\$327,930.66	1.01	1.62074		
December	\$862,519.25	\$919,752.28	0.94	\$99,870.03	\$48,417.50	\$839,942.63	\$882,532.84	0.95	0.06		
									5.752461		
Total / Percentage	\$6,722,453.36	\$6,619,670.25	1.02	\$780,182.56	\$384,333.28	\$6,568,305.68	\$6,584,030.56	1.00	0.06		
2021					2021						
Water					Sewer						
	Collected	Billed				Collected	Billed				
Jan	\$556,899.21	\$475,920.54	1.17	\$64,634.10	\$31,556.06	\$535,860.87	\$479,936.40	1.12			
Feb	\$291,318.35	\$277,361.52	1.05	\$33,983.72	\$16,978.36	\$291,322.05	\$284,089.34	1.03			
Mar	\$764,514.93	\$811,051.03	0.94	\$88,657.88	\$43,395.93	\$751,081.11	\$819,691.24	0.92			
Apr	\$553,183.29	\$484,347.60	1.14	\$64,325.42	\$32,016.21	\$561,965.67	\$497,744.01	1.13			
May	\$286,029.28	\$287,205.33	1.00	\$33,136.23	\$16,713.63	\$293,498.28	\$298,597.00	0.98			
June	\$843,291.92	\$841,706.11	1.00	\$98,229.87	\$47,931.43	\$852,293.58	\$851,860.00	1.00	water	sewer	
July	\$515,320.18	\$493,563.38	1.04	\$58,386.46	\$29,054.22	\$517,687.15	\$507,268.70	1.02			
August	\$317,609.55	\$305,735.67	1.04	\$36,251.75	\$18,064.34	\$322,950.17	\$313,100.92	1.03	Jul-sept	CIP	
September	\$891,857.71	\$933,523.88	0.96	\$100,494.80	\$47,657.95	\$856,789.81	\$896,498.23	1.00	\$195,133.01	\$94,776.51	

October	\$566,290.85	543,087.10	1.04	\$63,230.31		\$31,401.68	\$557,151.90	\$540,810.74	1.03			
November	\$346,099.75	322,401.60	1.07	\$38,618.29		\$19,196.15	\$344,731.46	\$324,402.59	1.06			
December	\$942,462.40	960,899.45	0.98	\$106,812.41		\$51,096.11	\$912,481.56	\$929,825.90	0.98	oct-dec	\$208,661.01	\$101,693.94
Total / Percentage	\$6,874,877.42	\$6,736,803.21	1.02	\$786,761.24		\$385,062.07	\$6,797,813.61	\$6,743,825.07	1.01			

	2022			CIP		CIP		2022			
	Water					Sewer					
	Collected	Billed		billed	Collected	Collected	billed	Collected	Billed		
Jan	\$523,145.51	\$489,025.86	1.07	\$55,923.00	\$59,434.70	\$29,484.45	\$27,855.00	\$527,739.60	\$498,712.39	1.06	
Feb	\$284,515.12	\$283,941.28	1.00	\$32,477.00	\$32,491.33	\$16,191.46	\$16,227.00	\$285,996.06	\$293,087.04	0.98	
Mar	\$861,008.27	\$826,183.70	1.04	\$95,005.00	\$95,165.72	\$46,946.05	\$46,816.50	\$864,964.52	\$855,091.75	1.01	
Apr	\$507,243.06	\$500,836.87	1.01	\$56,484.00	\$57,213.97	\$28,485.27	\$28,163.00	\$515,833.35	\$526,198.13	0.98	
May	\$302,373.49	\$291,013.58	1.04	\$32,281.00	\$33,585.15	\$16,855.78	\$16,150.00	\$317,814.78	\$310,293.72	1.02	
June	\$856,339.27	\$898,802.14	0.95	\$99,915.00	\$95,446.52	\$46,752.59	\$49,028.50	\$880,536.92	\$932,079.77	0.94	water
July	\$524,218.91	\$486,093.85	1.08	\$53,757.00	\$57,745.05	\$28,751.46	\$26,796.50	\$541,885.37	\$510,922.13	1.06	sewer
August	\$360,879.71	\$314,955.32	1.15	\$34,293.00	\$36,854.82	\$18,328.41	\$17,059.50	\$353,120.16	\$330,077.77	1.07	CIP Billed
September	\$946,505.77	\$991,421.77	0.95	\$107,743.00	\$102,758.65	\$49,022.81	\$51,456.00	\$927,206.08	\$977,728.48	1.00	Jan-Dec
October	\$312,353.03	\$556,378.99	0.56	\$59,974.00	\$33,304.82	\$16,597.23	\$29,874.00	\$314,847.35	\$569,510.82	0.55	\$771,834.41
November	\$346,099.75	\$346,786.24	1.00	\$37,170.00	\$29,099.28	\$14,496.72	\$18,399.00	\$344,731.46	\$356,170.35	0.97	\$378,921.11
December est	\$942,462.40	960,899.45	0.98	\$106,812.41	\$80,310.77	\$39,597.57	\$51,096.11	\$912,481.56	\$929,825.90	0.98	
Total / Percentage	\$6,767,144.29	\$6,946,339.05	0.97	\$771,834.41	\$713,410.78	\$351,509.80	\$378,921.11	\$6,787,157.21	\$7,089,698.25	0.96	
					0.92		0.93				

	2023			CIP		CIP		2023		
	Water					Sewer				
	Collected	Billed						Collected	Billed	
Jan										
Feb										
Mar										
Apr										
May										
June										
July										
August										
September										
October										
November										
December est										

Attachment: RATESTUDY.2023 10-31-22 (149-2022 : 2023 Water Rates)

2010		2011		2012		2013		2014		2015		2016		2017	
gallons		gallons		gallons		Gallons		gallons		gallons		gallons		gallons	
4898864	834,914	4976268	798,217	5335069	818,919	5,385,480	794,319	5494218	794,467	5876388	809266	6258353	809266	6696438	809266
						163,581		377686.2		404633		404633		404633	
149131		63119		63119		0		2731		5462		8193		10924	
				350000		293									
5047995		5039387		5748188		5,549,354		5874635		6286483		6671179		7111994	
3988405	811,693	4245656	815,138	3393121	632,483	4,397,768	811,634	4365026	789,795	4606815	809266	4814122	809266	5054828	809266
328075		350503.9		552070.6		708,503		664164.7		679614.5		710197.2		745707	
398419.9		333013.6		432456		438,219		660556.1		573767.3		585242.6		596947.5	
2732		1262		1200		8,900		19100		10000		10000		10000	
4556		1686.95		38278		146,220		68798		143900		87500		87500	
390102		261438		336467		35,267		654951.2		504633		504633		504633	
182533		394897		229740		190,632		190340		166565		166266		101628	
105199		109407		109562		109,562		109562		109562		109562		109562	
5400022		5697865		5092895		6,035,070		6732498		6794857		6987523		7210806	
0.436245		0.297876		0.461927		0		0.149865		0.073672		0.026368		0.011849	
-352027		-658478		655293.3		-485,716		-857863		-508375		-316344		-98811.2	
2355733		1697255		2352548		1,866,832		1008969		500594.1		184250		85438.85	
						5.42		5.53		5.69		5.95		6.25	
4.91		5.21		5.36		0.01		0.02		0.03		0.05		0.05	
0.02		0.06		0.03		1.82		1.86		1.92		2.00		2.10	
1.65		1.75		1.80		0.01		0.02		0.03		0.05		0.05	
0.02		0.06		0.03		6.78		6.92		7.26		7.73		8.27	
5.87		6.23		6.51		0.04		0.02		0.05		0.07		0.07	
0.02		0.06		0.04											

Attachment: RATESTUDY.2023 10-31-22 (149-2022 : 2023 Water Rates)

Utility Increase Comparison									
2023 Rate Increase									
Current Rate		over		over	Recommended Rate		over		
Sewer Rate 2022	\$9.50	Columbus		Columbus	for 2023		Columbus		
Water Rate 2022	\$9.00	possible		possible			possible		
		increase		increase					
Increase from 2022 % Sewer		0.25%	\$10.00	0.50%	5.50%	\$10.02	1.00%	6.00%	\$10.07
Increase from 2022 % Water		0.50%	\$9.41	1.00%	5.00%	\$9.45	1.50%	5.50%	\$9.50
sed On Average Quarterly Usage			24000		24000			24000	
Water/Sewer Rate 2022/1000 Gallons			\$18.50		\$18.50			\$18.50	
Average Current Quarterly Bill			\$444.00		\$444.00			\$444.00	
d Water/Sewer Rate 2023/1000 gallons			\$19.40		\$19.47			\$19.57	
Proposed Average Quarterly Bill			\$465.69		\$467.34			\$469.56	
l rate increase water and Sewer 1000 gallon			\$0.90		\$0.97			\$1.07	
\$.52 cents is what Columbus is increasing charges too, \$0.45 cent over is Recommended for the total increase to Reynoldsburg Please note that every one is raising cost 6% to 8% ours is 5.25% on average.									

Proposed Rates - 2023

- Water: 4.0%
- Sewer: 5.0%
- Storm: 2.0%

Overall % Increase To Residential Bill:
4.45%

- Average Estimated Quarterly Residential Bill \$ Increase (30 ccf): **\$14.07**
- Average Estimated Annual Residential Bill \$ Increase (30 ccf): **\$56.29**
- Low income and senior discounts continue.

History

- 2020 Rates (3% Water, 3% Sewer, 2% Storm – 2.95%)
- 2021 Rates (2% Water, 3% Sewer, 1% Storm – 2.49%)
- 2022 Rates (4% Water, 5% Sewer, 3% Storm – 4.49%)
- 2023 SWAB Projections in 2021 (5% Water, 6% Sewer, 2% Storm – 5.45%)

Proposed 2023 Rates

(Based on Quarterly Consumption of 30 CCF and 17 CCF)

➤ INSIDE CITY

- Average Estimated **Residential** Quarterly Bill Increase (4.45%):

At 30 ccf - \$316.25 to \$330.32 – (a \$14.07 quarterly increase, \$56.29 annual)

At 17 ccf - \$206.41 to \$215.46 – (a \$9.05 quarterly increase, \$36.18 annual)

➤ LOW INCOME CUSTOMER

- Average Estimated **Residential** Quarterly Bill Increase (4.42%):

At 30 ccf - \$266.61 to \$278.40 – (a \$11.79 quarterly increase; \$47.18 annual)

At 17 ccf - \$178.73 to \$186.50 – (a \$7.77 quarterly increase; \$31.09 annual)

➤ OUTSIDE CITY (Suburban)

- Average Estimated **Residential** Quarterly Bill Increase (4.51%):

At 30 ccf - \$348.61 to \$364.36 – (a \$15.75 quarterly increase, \$63.00 annual)

At 17 ccf - \$218.92 to \$228.79 – (a \$9.87 quarterly increase, \$39.49 annual)

- Outside City (suburban) may have **additional surcharges** added by political subdivision. No storm for Outside City.

- Avg. residential home uses 139 gallons per day with 2.5 residents living in the home, equating to 55.6 gallons per person per day. Or 16.72 ccf per quarter

Greater Columbus Area Water and Sewer - Rates & Average Monthly Billing

Suburban Communities	Water			Sewer		2022 Average Water & Sewer Quarterly Bill (Residential)		2022 Average Water & Sewer Monthly Bill (Residential)	
	Base Rates		Suburban Water Surcharge	Base Rates	Suburban Sewer Surcharge	Low (32 CCF)	High (40 CCF)	Low	High
	First 5 CCF	Over 5 CCF							
Columbus	3.1/CCF	3.44/CCF		4.64/CCF		\$ 318.80	\$ 383.44	\$ 106.27	\$ 127.81
Suburban Communities	4.03/CCF	4.472/CCF		5.06/CCF		\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Brice			10%		10%	\$ 382.30	\$ 466.18	\$ 127.43	\$ 155.39
Brookside Estates			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Dublin			0.315/CCF		1.275/CCF	\$ 403.34	\$ 492.32	\$ 134.45	\$ 164.11
Grandview			0.12		0.12	\$ 360.14	\$ 438.32	\$ 120.05	\$ 146.11
Grove City			0.315/CCF		0.355/CCF	\$ 373.90	\$ 455.52	\$ 124.63	\$ 151.84
					2 monthly min				
Groveport			0.15			\$ 372.93	\$ 454.56	\$ 124.31	\$ 151.52
Hamilton Meadows			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Hilliard			0.1425		0.1	\$ 396.98	\$ 482.38	\$ 132.33	\$ 160.79
Marblecliff			10%		15%	\$ 390.40	\$ 476.30	\$ 130.13	\$ 158.77
Minerva Park			0.55/CCF		0.086/CCF	\$ 372.81	\$ 454.16	\$ 124.27	\$ 151.39
			0.096 daily base		0.178 Daily Base				
New Albany						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Obetz						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Rickenbacker						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Ridgewood			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Riverlea						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Upper Arlington			15%		23%	\$ 410.18	\$ 501.11	\$ 136.73	\$ 167.04
Urbancrest			0.2/CCF or		0.2/CCF or	\$ 365.26	\$ 444.72	\$ 121.75	\$ 148.24
			1.08 monthly min		1.08 Monthly min				
Valleyview						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Village Park			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Whitehall			\$5.15		\$2.37	\$ 359.98	\$ 436.24	\$ 119.99	\$ 145.41
Worthington			0.075/CCF		0.075/CCF	\$ 357.26	\$ 434.72	\$ 119.09	\$ 144.91
Gahanna	First 3,000 Gal	Over 3,000 Gal		\$9.60/1000 Gal		\$ 451.94	\$ 564.93	\$ 150.65	\$ 188.31
	\$9.28/1000 Gal	Supply Cost							
Reynoldsburg	\$8.57/1000 Gal			\$8.92/1000 Gal		\$ 418.67	\$ 523.34	\$ 139.56	\$ 174.45
Southwest Licking Water & Sewer District	First 2,000 Gal	2,000 - 40,000 Gal		First 2,000 Gal	Over 2,000 Gal	\$ 459.89	\$ 552.71	\$ 153.30	\$ 184.24
	\$18.08	\$5.33/1000 Gal		\$42.48	\$10.18/1000 Gal				

Attachment: 2022 Greater Columbus Area Water Sewer Rates (149-2022 : 2023 Water Rates)

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

ORDINANCE REQUEST

DATE: **December 5, 2022**

TO: **Public Service and Transportation Committee**

RE: 2023 Wastewater Rates

Approval:

Completed Joe Begeny	Completed Chris Shook	Skipped Stephen Cicak
-------------------------	--------------------------	--------------------------

Emergency/Suspension: Emergency

Reason For Emergency: Financial needs of the City's government

City of Columbus is charging us a 5% increase in sewer rates for 2022. We will be increasing our sewer rate 0.5% higher than Columbus to allow for inflation and cost of living increases from 2022 for the City of Reynoldsburg and to maintain the City's costs and ability to complete maintenance projects.

I am requesting an ordinance authorizing to increase 2023 wastewater rate from (\$9.50) per 1,000 gallons, to ten dollars and two cent (\$10.02) per 1,000 gallons of usage. It is a 5.5% increase from 2022.

Amend Wastewater Rate Schedule 5.5%, which increase to all Wastewater users, this increase is 0.5 % over City of Columbus rate.

AN ORDINANCE TO AMEND CHAPTER 945 SEWER CHARGES, SECTION 945.02(C) RATE SCHEDULE OF THE CODE OF ORDINANCES FOR THE CITY OF REYNOLDSBURG, OHIO, AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

Water and Wastewater Department

Paul Hellman

614-322-4500 Phone

SECTION 1. That Section 945.02(c) Rate Schedule of Chapter 945 Sewer Charges of the Code of Ordinances for the City of Reynoldsburg be and is hereby amended to read as follows:

945.02 Sewer Rate Schedule

(a) Sewer charges for any building or premises shall be based on water consumption for the buildings. Sewer rental charges are hereby established for all residential, commercial and industrial users, effective ~~January 1, 2022 nine dollars and fifty cents (\$9.50) per 1,000 gallons~~ January 1, 2023 AT THE RATE OF TEN DOLLARS AND TWO CENTS (\$10.02) PER 1,000 GALLONS.

SECTION 2. That existing Section 945.02(c) of Chapter 945 Sewer Charges be and is hereby repealed and replaced.

SECTION 3. That this Ordinance is deemed to be an emergency measure for the financial needs of the city to ensure the effective date of January 1, 2023. Wherefore upon adoption by Council, this Ordinance shall be in effect immediately upon signature by the Mayor.

Utility Increase Comparison									
2023 Rate Increase									
Current Rate						Recommended Rate			
Sewer Rate 2022	\$9.50	over				for 2023	over		
Water Rate 2022	\$9.00	Columbus possible increase					Columbus possible increase		
Increase from 2022 % Sewer									
Increase from 2022 % Water									
sed On Average Quarterly Usage									
Water/Sewer Rate 2022/1000 Gallons									
Average Current Quarterly Bill									
Water/Sewer Rate 2023/1000 gallons									
Proposed Average Quarterly Bill									
Rate increase water and Sewer 1000 gallon									
\$0.52 cents is what Columbus is increasing charges too, \$0.45 cent over is Recommended for the total increase to Reynoldsburg Please note that every one is raising cost 6% to 8% ours is 5.25% on average.									

Water					Sewer							
2019					2019				2009			
	Collected Dollar Amount	Billed	Percent Collected	CIP WTR	CIP SWR	Collected	Billed	Percent Collected				
Jan	\$476,193.18	\$458,159.25	1.04	\$57,231.00	\$28,463.00	\$464,391.25	\$456,562.83	1.02	49120	21.09	8538	99.0686
Feb	\$276,676.32	\$259,172.16	1.07	\$32,719.00	\$16,459.00	\$272,539.60	\$263,201.28	1.04				
Mar	\$801,682.45	\$756,871.98	1.06	\$95,667.00	\$46,387.00	\$766,755.42	\$749,600.06	1.02	511	155		
Apr	\$443,912.38	\$437,192.39	1.02	\$54,421.00	\$27,097.50	\$434,820.41	\$445,086.50	0.98				
May	\$289,440.05	\$270,242.60	1.07	\$33,435.00	\$16,728.00	\$296,914.44	\$277,980.28	1.07				
June	\$743,168.75	\$776,826.84	0.96	\$96,303.00	\$47,355.50	\$742,920.11	\$785,129.32	0.95	496	3176	0.9	
July	\$508,320.29	\$446,011.40	1.14	\$54,785.00	\$27,303.50	\$501,248.64	\$454,126.63	1.10				
August	\$336,569.86	\$279,737.84	1.20	\$34,332.00	\$17,177.00	\$328,193.45	\$285,913.81	1.15	401	4423	1.7	833327.3631
September	\$877,004.88	\$841,036.32	1.04	\$101,903.00	\$47,969.50	\$825,049.88	\$795,350.89	1.04	320	475	42	
October	\$505,636.69	\$467,849.98	1.08	\$56,101.00	\$27,927.00	\$494,302.43	\$463,950.32	1.07	419	262	96	
November	\$302,374.96	\$298,463.00	1.01	\$35,679.00	\$17,781.00	\$298,245.20	\$297,304.00	1.00		2618		
December	\$895,221.11	\$874,961.08	1.02	\$104,955.00	\$50,054.50	\$840,108.20	\$829,472.53	1.01		205	40	66
Total / Percentage	\$6,456,200.92	\$6,166,524.84	1.05	\$757,531.00	\$370,702.50	\$6,265,489.03	\$6,103,678.45	1.03	199	613	61	
2020					2020				85	399		
Jan	\$489,007.86	\$463,210.00	1.06	\$55,912.00	\$27,830.50	\$473,620.35	\$463,094.36	1.02	506	2332	82	
Feb	\$284,246.93	\$271,545.08	1.05	\$33,316.00	\$16,636.00	\$281,972.66	\$276,919.16	1.02	0.53	488	3755	
Mar	\$785,316.54	\$799,746.59	0.98	\$97,867.00	\$48,264.50	\$750,428.39	\$811,110.09	0.93		-99	156	73
Apr	\$439,672.19	\$469,130.75	0.94	\$56,660.00	\$28,225.00	\$453,816.59	\$476,795.27	0.95				
May	\$312,280.57	\$282,739.00	1.10	\$33,707.00	\$16,862.00	\$318,996.85	\$291,252.56	1.10	270	7759	59	
June	\$794,694.13	\$791,942.60	1.00	\$94,460.00	\$46,661.50	\$802,848.18	\$804,616.66	1.00				
July	\$487,391.40	\$465,047.36	1.05	\$55,080.00	\$27,432.50	\$492,881.22	\$474,594.14	1.04				
August	\$343,950.22	\$320,200.16	1.07	\$37,747.00	\$18,848.50	\$343,726.71	\$325,810.14	1.05				
September	\$990,588.43	\$949,327.48	1.04	\$109,536.00	\$52,401.50	\$904,551.21	\$903,315.66	1.00	4.81	734	2317	
October	\$593,210.17	\$555,856.11	1.07	\$67,410.43	\$33,541.73	\$572,976.11	\$546,059.02	1.05		0	06	
November	\$339,575.67	\$331,172.84	1.03	\$38,617.10	\$19,212.05	\$332,544.78	\$327,930.66	1.01		1.62	074	
December	\$862,519.25	\$919,752.28	0.94	\$99,870.03	\$48,417.50	\$839,942.63	\$882,532.84	0.95		0	06	
Total / Percentage	\$6,722,453.36	\$6,619,670.25	1.02	\$780,182.56	\$384,333.28	\$6,568,305.68	\$6,584,030.56	1.00	5	752	461	
2021					2021							
Water					CIP							
	Collected	Billed			Sewer	Collected	Billed					
Jan	\$556,899.21	\$475,920.54	1.17	\$64,634.10	\$31,556.06	\$535,860.87	\$479,936.40	1.12				
Feb	\$291,318.35	\$277,361.52	1.05	\$33,983.72	\$16,978.36	\$291,322.05	\$284,089.34	1.03				
Mar	\$764,514.93	\$811,051.03	0.94	\$88,657.88	\$43,395.93	\$751,081.11	\$819,691.24	0.92				
Apr	\$553,183.29	\$484,347.60	1.14	\$64,325.42	\$32,016.21	\$561,965.67	\$497,744.01	1.13				
May	\$286,029.28	\$287,205.33	1.00	\$33,136.23	\$16,713.63	\$293,498.28	\$298,597.00	0.98				
June	\$843,291.92	\$841,706.11	1.00	\$98,229.87	\$47,931.43	\$852,293.58	\$851,860.00	1.00		water		sewer
July	\$515,320.18	\$493,563.38	1.04	\$58,386.46	\$29,054.22	\$517,687.15	\$507,268.70	1.02			CIP	
August	\$317,609.55	\$305,735.67	1.04	\$36,251.75	\$18,064.34	\$322,950.17	\$313,100.92	1.03	Jul-sept	\$195,133.01	\$94,776.51	
September	\$891,857.71	\$933,523.88	0.96	\$100,494.80	\$47,657.95	\$856,789.81	\$896,498.23	1.00				

Attachment: RATESTUDY.2023 10-31-22 (150-2022 : 2023 Wastewater Rates)

October	\$566,290.85	543,087.10	1.04	\$63,230.31		\$31,401.68	\$557,151.90	\$540,810.74	1.03			
November	\$346,099.75	322,401.60	1.07	\$38,618.29		\$19,196.15	\$344,731.46	\$324,402.59	1.06			
December	\$942,462.40	960,899.45	0.98	\$106,812.41		\$51,096.11	\$912,481.56	\$929,825.90	0.98	oct-dec	\$208,661.01	\$101,693.94
Total / Percentage	\$6,874,877.42	\$6,736,803.21	1.02	\$786,761.24		\$385,062.07	\$6,797,813.61	\$6,743,825.07	1.01			

	2022			CIP		CIP		2022			
	Water					Sewer					
	Collected	Billed		billed	Collected	Collected	billed	Collected	Billed		
Jan	\$523,145.51	\$489,025.86	1.07	\$55,923.00	\$59,434.70	\$29,484.45	\$27,855.00	\$527,739.60	\$498,712.39	1.06	
Feb	\$284,515.12	\$283,941.28	1.00	\$32,477.00	\$32,491.33	\$16,191.46	\$16,227.00	\$285,996.06	\$293,087.04	0.98	
Mar	\$861,008.27	\$826,183.70	1.04	\$95,005.00	\$95,165.72	\$46,946.05	\$46,816.50	\$864,964.52	\$855,091.75	1.01	
Apr	\$507,243.06	\$500,836.87	1.01	\$56,484.00	\$57,213.97	\$28,485.27	\$28,163.00	\$515,833.35	\$526,198.13	0.98	
May	\$302,373.49	\$291,013.58	1.04	\$32,281.00	\$33,585.15	\$16,855.78	\$16,150.00	\$317,814.78	\$310,293.72	1.02	
June	\$856,339.27	\$898,802.14	0.95	\$99,915.00	\$95,446.52	\$46,752.59	\$49,028.50	\$880,536.92	\$932,079.77	0.94	water
July	\$524,218.91	\$486,093.85	1.08	\$53,757.00	\$57,745.05	\$28,751.46	\$26,796.50	\$541,885.37	\$510,922.13	1.06	sewer
August	\$360,879.71	\$314,955.32	1.15	\$34,293.00	\$36,854.82	\$18,328.41	\$17,059.50	\$353,120.16	\$330,077.77	1.07	CIP Billed
September	\$946,505.77	\$991,421.77	0.95	\$107,743.00	\$102,758.65	\$49,022.81	\$51,456.00	\$927,206.08	\$977,728.48	1.00	Jan-Dec
October	\$312,353.03	\$556,378.99	0.56	\$59,974.00	\$33,304.82	\$16,597.23	\$29,874.00	\$314,847.35	\$569,510.82	0.55	\$771,834.41
November	\$346,099.75	\$346,786.24	1.00	\$37,170.00	\$29,099.28	\$14,496.72	\$18,399.00	\$344,731.46	\$356,170.35	0.97	\$378,921.11
December est	\$942,462.40	960,899.45	0.98	\$106,812.41	\$80,310.77	\$39,597.57	\$51,096.11	\$912,481.56	\$929,825.90	0.98	
Total / Percentage	\$6,767,144.29	\$6,946,339.05	0.97	\$771,834.41	\$713,410.78	\$351,509.80	\$378,921.11	\$6,787,157.21	\$7,089,698.25	0.96	
					0.92		0.93				

	2023			CIP		CIP		2023		
	Water					Sewer				
	Collected	Billed						Collected	Billed	
Jan										
Feb										
Mar										
Apr										
May										
June										
July										
August										
September										
October										
November										
December est										

Attachment: RATESTUDY.2023 10-31-22 (150-2022 : 2023 Wastewater Rates)

2010		2011		2012		2013		2014		2015		2016		2017	
gallons		gallons		gallons		Gallons		gallons		gallons		gallons		gallons	
4898864	834,914	4976268	798,217	5335069	818,919	5,385,480	794,319	5494218	794,467	5876388	809266	6258353	809266	6696438	809266
						163,581		377686.2		404633		404633		404633	
149131		63119		63119		0		2731		5462		8193		10924	
				350000		293									
5047995		5039387		5748188		5,549,354		5874635		6286483		6671179		7111994	
3988405	811,693	4245656	815,138	3393121	632,483	4,397,768	811,634	4365026	789,795	4606815	809266	4814122	809266	5054828	809266
328075		350503.9		552070.6		708,503		664164.7		679614.5		710197.2		745707	
398419.9		333013.6		432456		438,219		660556.1		573767.3		585242.6		596947.5	
2732		1262		1200		8,900		19100		10000		10000		10000	
4556		1686.95		38278		146,220		68798		143900		87500		87500	
390102		261438		336467		35,267		654951.2		504633		504633		504633	
182533		394897		229740		190,632		190340		166565		166266		101628	
105199		109407		109562		109,562		109562		109562		109562		109562	
5400022		5697865		5092895		6,035,070		6732498		6794857		6987523		7210806	
0.436245		0.297876		0.461927		0		0.149865		0.073672		0.026368		0.011849	
-352027		-658478		655293.3		-485,716		-857863		-508375		-316344		-98811.2	
2355733		1697255		2352548		1,866,832		1008969		500594.1		184250		85438.85	
						5.42		5.53		5.69		5.95		6.25	
4.91		5.21		5.36		0.01		0.02		0.03		0.05		0.05	
0.02		0.06		0.03		1.82		1.86		1.92		2.00		2.10	
1.65		1.75		1.80		0.01		0.02		0.03		0.05		0.05	
0.02		0.06		0.03		6.78		6.92		7.26		7.73		8.27	
5.87		6.23		6.51		0.04		0.02		0.05		0.07		0.07	
0.02		0.06		0.04											

Proposed Rates - 2023

- Water: 4.0%
 - Sewer: 5.0%
 - Storm: 2.0%
- Overall % Increase To Residential Bill:
4.45%

- Average Estimated Quarterly Residential Bill \$ Increase (30 ccf): **\$14.07**
- Average Estimated Annual Residential Bill \$ Increase (30 ccf): **\$56.29**
- Low income and senior discounts continue.

History

- 2020 Rates (3% Water, 3% Sewer, 2% Storm – 2.95%)
- 2021 Rates (2% Water, 3% Sewer, 1% Storm – 2.49%)
- 2022 Rates (4% Water, 5% Sewer, 3% Storm – 4.49%)
- 2023 SWAB Projections in 2021 (5% Water, 6% Sewer, 2% Storm – 5.45%)

Proposed 2023 Rates

(Based on Quarterly Consumption of 30 CCF and 17 CCF)

➤ INSIDE CITY

- Average Estimated **Residential** Quarterly Bill Increase (4.45%):

At 30 ccf - \$316.25 to \$330.32 – (a \$14.07 quarterly increase, \$56.29 annual)

At 17 ccf - \$206.41 to \$215.46 – (a \$9.05 quarterly increase, \$36.18 annual)

➤ LOW INCOME CUSTOMER

- Average Estimated **Residential** Quarterly Bill Increase (4.42%):

At 30 ccf - \$266.61 to \$278.40 – (a \$11.79 quarterly increase; \$47.18 annual)

At 17 ccf - \$178.73 to \$186.50 – (a \$7.77 quarterly increase; \$31.09 annual)

➤ OUTSIDE CITY (Suburban)

- Average Estimated **Residential** Quarterly Bill Increase (4.51%):

At 30 ccf - \$348.61 to \$364.36 – (a \$15.75 quarterly increase, \$63.00 annual)

At 17 ccf - \$218.92 to \$228.79 – (a \$9.87 quarterly increase, \$39.49 annual)

- Outside City (suburban) may have **additional surcharges** added by political subdivision. No storm for Outside City.

- Avg. residential home uses 139 gallons per day with 2.5 residents living in the home, equating to 55.6 gallons per person per day. Or 16.72 ccf per quarter

Greater Columbus Area Water and Sewer - Rates & Average Monthly Billing

Suburban Communities	Water			Sewer		2022 Average Water & Sewer Quarterly Bill (Residential)		2022 Average Water & Sewer Monthly Bill (Residential)	
	Base Rates		Suburban Water Surcharge	Base Rates	Suburban Sewer Surcharge	Low (32 CCF)	High (40 CCF)	Low	High
	First 5 CCF	Over 5 CCF							
Columbus	3.1/CCF	3.44/CCF		4.64/CCF		\$ 318.80	\$ 383.44	\$ 106.27	\$ 127.81
Suburban Communities	4.03/CCF	4.472/CCF		5.06/CCF		\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Brice			10%		10%	\$ 382.30	\$ 466.18	\$ 127.43	\$ 155.39
Brookside Estates			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Dublin			0.315/CCF		1.275/CCF	\$ 403.34	\$ 492.32	\$ 134.45	\$ 164.11
Grandview			0.12		0.12	\$ 360.14	\$ 438.32	\$ 120.05	\$ 146.11
Grove City			0.315/CCF		0.355/CCF	\$ 373.90	\$ 455.52	\$ 124.63	\$ 151.84
					2 monthly min				
Groveport			0.15			\$ 372.93	\$ 454.56	\$ 124.31	\$ 151.52
Hamilton Meadows			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Hilliard			0.1425		0.1	\$ 396.98	\$ 482.38	\$ 132.33	\$ 160.79
Marblecliff			10%		15%	\$ 390.40	\$ 476.30	\$ 130.13	\$ 158.77
Minerva Park			0.55/CCF		0.086/CCF	\$ 372.81	\$ 454.16	\$ 124.27	\$ 151.39
			0.096 daily base		0.178 Daily Base				
New Albany						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Obetz						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Rickenbacker						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Ridgewood			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Riverlea						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Upper Arlington			15%		23%	\$ 410.18	\$ 501.11	\$ 136.73	\$ 167.04
Urbancrest			0.2/CCF or		0.2/CCF or	\$ 365.26	\$ 444.72	\$ 121.75	\$ 148.24
			1.08 monthly min		1.08 Monthly min				
Valleyview						\$ 352.46	\$ 428.72	\$ 117.49	\$ 142.91
Village Park			1.97/CCF		0.59/CCF	\$ 434.38	\$ 531.12	\$ 144.79	\$ 177.04
Whitehall			\$5.15		\$2.37	\$ 359.98	\$ 436.24	\$ 119.99	\$ 145.41
Worthington			0.075/CCF		0.075/CCF	\$ 357.26	\$ 434.72	\$ 119.09	\$ 144.91
Gahanna	First 3,000 Gal	Over 3,000 Gal		\$9.60/1000 Gal		\$ 451.94	\$ 564.93	\$ 150.65	\$ 188.31
	\$9.28/1000 Gal	Supply Cost							
Reynoldsburg	\$8.57/1000 Gal			\$8.92/1000 Gal		\$ 418.67	\$ 523.34	\$ 139.56	\$ 174.45
Southwest Licking Water & Sewer District	First 2,000 Gal	2,000 - 40,000 Gal		First 2,000 Gal	Over 2,000 Gal	\$ 459.89	\$ 552.71	\$ 153.30	\$ 184.24
	\$18.08	\$5.33/1000 Gal		\$42.48	\$10.18/1000 Gal				

Attachment: 2022 Greater Columbus Area Water Sewer Rates (150-2022 : 2023 Wastewater Rates)