

# **Columbus City Bulletin**



**Bulletin #35**  
**September 1, 2018**

# Proceedings of City Council

Saturday, September 1, 2018



## SIGNING OF LEGISLATION

(Note: There was no City Council meeting on *Monday, August 27, 2018*; subsequently, there is no passed or defeated legislation included in this edition.)

### **The City Bulletin Official Publication of the City of Columbus**

Published weekly under authority of the City Charter and direction of the City Clerk. The Office of Publication is the City Clerk's Office, 90 W. Broad Street, Columbus, Ohio 43215, 614-645-7380. The City Bulletin contains the official report of the proceedings of Council. The Bulletin also contains all ordinances and resolutions acted upon by council, civil service notices and announcements of examinations, advertisements for bids and requests for professional services, public notices; and details pertaining to official actions of all city departments. If noted within ordinance text, supplemental and support documents are available upon request to the City Clerk's Office.

# City RFPs, RFQs, and Bids

THE CITY BULLETIN  
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

CITY OF COLUMBUS FORMAL BID OPPORTUNITIES ARE UPDATED DAILY AT:  
<http://vendors.columbus.gov/sites/public>

Each proposal shall contain the full name and address of every person, firm or corporation interested in the same, and if corporation, the name and address of the President and Secretary.

EQUAL OPPORTUNITY CLAUSE: Each responsive bidder shall submit, with its bid, a contract compliance certification number or a completed application for certification. Compliance with the provisions of Article I, Title 39, is a condition of the contract. Failure to comply with this Article may result in cancellation of the contract.

WITHHOLDING OF INCOME TAX: All bidders are advised that in order for a contract to bind the City, each contract must contain the provisions found in Section 361.34 C.C.C. with regard to income taxes due or payable to the City of Columbus for wages, salaries and commissions paid to the contractor's employees as well as requiring those contractors to ensure that subcontractors withhold in a like manner.

LOCAL CREDIT: In determining the lowest bid for a contract the local bidder credit will not be applied

FOR COPIES OF ANY OF THE FOLLOWING BID PROPOSALS CALL THE LISTED DIVISION

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BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

BID OPENING DATE - 9/3/2018 9:00:00AM

RFQ010181 - Refuse-RECONYX Surveillance Cameras and accessories

BID OPENING DATE - 9/5/2018 5:00:00PM

RFQ009894 - 2018 Truck Platooning RFI

See Attached

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BID OPENING DATE - 9/6/2018 11:00:00AM

RFQ009998 - Reclosers - 3-phase Pole Mounted UTC

1.0 SCOPE AND CLASSIFICATION

1.1. SCOPE

It is the intent of this bid proposal to provide the City of Columbus, Ohio, Department of Public Utilities, Division of Power (DOP) with a Universal Term Contract blanket type option contract(s) for the purchase of pole-mounted three-phase reclosers, recloser controls, and spare parts for use on the DOP's electrical distribution system. The units are intended for use at various locations within the City and will be installed on new or existing wooden distribution poles. The proposed contract(s) will be in effect through March 31, 2021.

1.2. CLASSIFICATION

To maximize compatibility with existing equipment and optimize purchasing for inventory control purposes, DOP has developed standards based on the specific equipment manufacturers and models. Only models listed in this specification (or approved equals) will be considered.

1.2.1. Bidder Experience

The offeror must submit an outline of its experience and work history in these types of materials and/or warranty service for the past three years.

1.2.2. Bidder References

The offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

RFQ010150 - Portable Radio Batteries UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with formal bids to establish an option contract(s) with a "Catalog" firm offer to purchase replacement batteries for Motorola radios. The City may purchase any batteries in the catalog and/or price list from the successful bidder after a purchase order for the listed items is issued. The City estimates it will spend approximately \$40,000.00. The proposed contract will be in effect through September 30, 2020.

1.2 Classification: The successful bidder will provide and deliver its standard published catalog(s) and/or website which must identify direct replacement batteries for Motorola radios with a price lists. The contract(s) resulting from this bid proposal will provide for the option of the purchase and delivery of those replacement batteries for various City radios. Bidders are asked to quote discounts off price list/catalog pricing. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of materials and/or warranty service for the past five years.

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1.2.2 Bidder References: The offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 Pre-Bid Facility Walk-Through: None

1.4 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

RFQ010217 - Motorola Two-Way Radios and Accessories UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (UTC) to purchase Motorola 700/800 MHz, UHF, VHF mobile and portable radio equipment and accessories. to be used as the primary means of purchasing the equipment above. The proposed contract will potentially be in effect through September 30, 2022

1.2 Classification: The successful bidder will provide and deliver all models of Motorola 700/800 MHz, UHF and VHF radios, all associated options, extended warranty, accessories, and software from the Motorola Solutions web based Buying Center sections entitled '2-Way Radio Systems'. Bidders are asked to quote discounts or mark-ups of price list/catalog pricing. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of materials and/or warranty service for the past five years.

1.2.2 Bidder References: The offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 Specification Questions: N/A

1.4 Pre-Bid Facility Walk-Through: None Required

1.5 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

BID OPENING DATE - 9/6/2018 1:00:00PM

RFQ009966 - CTSS Phase F Design

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1.1 Scope: The City of Columbus, Department of Public Service is receiving proposals until September 6, 2018 at 1:00 P.M. local time, for professional engineering consulting services for the Traffic Signal Installation – Columbus Traffic Signal System Phase F RFP. Proposals are being received electronically by the Department of Public Service, Office of Support Services. Proposals shall be submitted to [DPSRFP@columbus.gov](mailto:DPSRFP@columbus.gov).

The Department of Public Service is initiating a procurement effort for next phase of design and system integration during the migration of the existing Columbus Traffic Signal System (CTSS) to an open architecture that can serve central Ohio stakeholders with system connectivity and interoperability. The desired outcome is to transition up to 100 existing signalized intersections to the central traffic control system and up to 100 connected vehicle environment intersections maximizing the infrastructure from the previous projects. This is the sixth in a series of projects based on the November 2005 Columbus Traffic Signal System Assessment and Strategic Plan.

A pre-proposal meeting will not be held.

The last day to submit questions is August 22, 2018; phone calls will not be accepted.

The selected Consultants shall attend a scope meeting anticipated to be held on/about September 20, 2018. If the Project Manager is not available, the Consultants may designate an alternate to attend in their place.

1.2 Classification: Firms wishing to submit a proposal must meet the mandatory requirements stated in the RFP. All questions concerning the RFP are to be sent to [capitalprojects@columbus.gov](mailto:capitalprojects@columbus.gov). The last day to submit questions is August 22, 2018. Responses will be posted on the Vendor Services portal as an addendum. Phone calls will not be accepted.

BID OPENING DATE - 9/7/2018 1:00:00PM

RFQ010019 - Division of Power Smart Streetlighting

The City of Columbus Division of Power is in the planning stages of implementing a Smart Street Lighting system within the city. This project will assist with these efforts by establishing an Implementation Plan for the project throughout the city, assist in the selection and purchasing of the control system, and designing the first phase in the Linden neighborhood. All RFP documents shall be downloaded from Bonfire at <https://columbus.bonfirehub.com/opportunities/9925>. Hard copies will not be provided. Proposals will be received by the City until 1:00 PM Local Time on Friday, September 7, 2018. No proposals will be accepted thereafter.

Direct Proposals to:

Bonfire <https://columbus.bonfirehub.com/opportunities/9925>.

Questions:

Direct questions via e-mail only to:

Contract Manager, [DPUCapitalRFP@columbus.gov](mailto:DPUCapitalRFP@columbus.gov)

No contact is to be made with the City other than with the Contract Manager through e-mail with respect to this proposal or its status. The deadline for questions is August 22, 2018. Answers to questions received will be posted on the City's Vendor Services web site by August 27, 2018.

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RFQ010199 - Fleet - Vehicle Decals

1.1 Scope: It is the intent of the City of Columbus, Division of Fleet Management to obtain formal bids to establish a contract to purchase Gerber & 3M material.

1.2 Classification: The contract resulting from this bid proposal will provide for the one time purchase and delivery of Gerber & 3M materials as specified herein. No substitute or alternate items/products will be accepted – Direct replacement only.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of equipment and warranty service for the past five years.

1.2.2 Bidder References: The offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

RFQ010213 - DRWP-2018-GASKET, WAM REQ0008105

BID OPENING DATE - 9/10/2018 1:00:00PM

RFQ009989 - MMTPA RFP 2018

Please see <https://columbus.bonfirehub.com/projects> for information on bidding this project.

BID OPENING DATE - 9/11/2018 1:00:00PM

RFQ009965 - PSI-BINNS BURROUGHS SRTS (HCMP) PID 94014 Re Bid



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Electronic proposals will be received by the Department of Public Service through Bid Express at <https://www.bidexpress.com>, until September 11, 2018, at 1:00 P.M. local time, for PEDESTRIAN SAFETY IMPROVEMENTS-BINNS BURROUGHS SRTS (HCMP) PID 94014 RE-BID, C.I.P. No. 590105-900440.

Hard copy proposals will not be accepted by the City.

The work for which proposals are invited consists of constructing new sidewalks along the east side of Binns Boulevard from approximately 410 feet north of South Stephens Drive to the existing sidewalk at the intersection of Eakin Road, and along the west side of Binns Boulevard from South Stephens Drive north to the existing sidewalk. Construction also includes curb ramps, signage & pavement markings, drive aprons, drainage adjustments, utility adjustments, a detention basin, and other such work as may be necessary to complete the contract in accordance with the plans and specifications set forth at <https://www.bidexpress.com>.

Questions pertaining to the plans, specifications, IFB, and/or other contract documents must be submitted in writing to the Office of Support Services by email to [capitalprojects@columbus.gov](mailto:capitalprojects@columbus.gov) on or before August 27, 2018. No phone calls will be accepted.

Only pre-qualified contractors are eligible to submit bids for this project. Pre-qualification status must be in force at the time of bid, at the time of award, and through the life of the construction contract. The "prime" contractor must perform no less than 50 percent of the total original price.

Bidders must have an account with Bid Express and either Surety 2000 or Insure Vision in order to bid on this project.

Bidders who wish to learn more about the Bid Express service or to sign up for an account can visit the Bid Express web site at <https://www.bidexpress.com> or call Bid Express customer support at 1-888-352-BIDX for information.

BID OPENING DATE - 9/12/2018 3:00:00PM

RFQ010168 - 2018 Water Main Repairs 690521-100006

The City of Columbus is accepting bids for 2018 Water Main Repairs, C.I.P No. 690521-100006, Contract 2232, the work for which consists of providing the necessary labor and equipment to complete repairs to water mains at various locations within the Columbus Water Distribution System on an as needed basis, and other such work as may be necessary to complete the contract, in accordance with the technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

**WHERE & WHEN TO SUBMIT BID**

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due Wednesday, September 12, 2018 at 3:00 PM.

**QUESTIONS**

Questions pertaining to the specifications must be submitted in writing only to the City of Columbus, Division of Water, ATTN: Evan DiSanto, PE, LEED AP, via fax at 614-645-6165, or email at [emdisanto@columbus.gov](mailto:emdisanto@columbus.gov) prior to Wednesday, September 5, 2018, 3:00 P.M. local time. Any questions regarding the bidding process may be sent electronically to [DPUConstructionBids@columbus.gov](mailto:DPUConstructionBids@columbus.gov).

.M. local time.

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BID OPENING DATE - 9/13/2018 11:00:00AM

RFQ010041 - Traffic Signal TS-2 Control Cabinet UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract to purchase traffic signal TS-2 control cabinet equipment to be installed at traffic signals throughout the City of Columbus. The proposed contract will be in effect through November 30, 2020.

1.2 Classification: The successful bidder will provide and deliver traffic signal NEMA TS-2 equipment. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of materials and/or warranty service for the past five years.

1.2.2 Bidder References: The offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

RFQ010063 - Electrical Maintenance Services UTC

1.0 SCOPE AND CLASSIFICATION:

1.1 Scope: It is the intent of the City of Columbus, Department of Finance and Management, to enter into a Universal Term Contract for electrical systems routine maintenance, repair, and/or replacement various City facilities. It is estimated the City will spend \$100,000.00 annually on this contract. This contract will extend three (3) years from the execution date. Multiple contracts may result from this request.

1.2 Classification: All facilities operated by the City of Columbus that may require regular electrical maintenance and repairs, under Twenty Thousand Dollars (\$20,000) per occurrence.

1.2.2 Bidder Experience: Bidder must submit an outline of its experience and work history for the past five years, not including any previous service to the City of Columbus. Bidders must hold current Ohio Construction Industry Licensing Board (OCILB) electrician license(s).

1.2.1.1 Bidder References: Bidder shall have documented proven successful contracts from at least four (4) customers that are similar in scope to the requirements of this specification.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 1:00 PM EST, Thursday, August 30, 2018. Responses will be posted on the

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RFQ at Vendor Services website Friday, September 7, 2018 at 1:00 PM EST.

1.4 For additional information concerning RFQ010063, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid case number, RFQ010063.

RFQ010086 - Fabricated Metal Products UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract to purchase at a specific discount off market price Fabricated Metal Products including steel, aluminum, iron, and other metals as needed to be used by various City of Columbus agencies. The proposed contract will be in effect through October 31, 2020.

1.2 Classification: The successful bidder will provide and deliver Fabricated Metal Products. Bidders are asked to quote discounts off price list/catalog pricing. Any variations in a stated discount for size of a purchase, or other factors influencing the final price must be listed in detail. Bidders are required to show experience in providing this type of material as detailed in these specifications.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of materials and/or warranty service for the past five (5) years.

1.2.2 Bidder References: The offeror shall have documented proven successful contracts from at least four (4) customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 City of Columbus reserves the right to award multiple contracts from this request.

1.4 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 1:00 PM EST, Tuesday, August 28, 2018. Responses will be posted on the RFQ on Vendor Services no later than Friday, August 31, 2018, at 1:00 PM EST.

1.5 For additional information concerning this request, RFQ010086, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this Case ID number, RFQ010086.

RFQ010170 - DPS - Infrastructure - Brush Chipper - 5/10/18

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Planning & Operations to obtain formal bids to establish a contract for the purchase of three (3) brush chippers to be used on City owned property in maintaining large brush growth. The specifications will describe the brush chippers to be purchased.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of three (3) brush chippers. Bidders are required to show experience in providing these

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types of equipment and warranty service as detailed in these specifications.

1.2.1 Bidder Experience: Offeror must submit an outline of its experience and work history in these types of equipment and warranty service for the past five years.

1.2.2 Bidder References: Offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

BID OPENING DATE - 9/14/2018 1:00:00PM

RFQ009999 - Plumbing Maintenance Services UTC

1.0 SCOPE AND CLASSIFICATION:

1.1 Scope: It is the intent of the City of Columbus, Department of Finance and Management, to enter into a Universal Term Contract for the routine maintenance, repair, and/or replacement of plumbing at various City facilities. It is estimated the City will spend \$100,000.00 annually on this three year contract.

1.2 Classification: All facilities owned, leased, funded or, operated by the City of Columbus that may require regular plumbing maintenance and repairs, under Twenty Thousand Dollars (\$20,000) per occurrence.

1.2.1 Bidder Experience: The plumbing maintenance and repair Bidder must submit an outline of its experience and work history for the past five years, not including any previous service to the City of Columbus.

1.2.1.1 A list of qualified personnel with the requisite experience, and Ohio Construction Industry Licensing Board (OCILB) Plumbing license(s).

1.2.2 Bidder References: Bidder shall have documented proven successful contracts from at least four (4) customers that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 1:00 PM Thursday, August 23, 2018. Responses will be posted on the RFQ at Vendor Services website no later than Thursday, August 30, 2018 at 1:00 PM.

1.4 Contract: City of Columbus reserves the right to award multiple contracts.

1.5 For additional information concerning RFQ009999, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid case number, RFQ009999.

BID OPENING DATE - 9/18/2018 2:00:00PM

RFQ010203 - Raymond Clubhouse Improvements 2018

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The City of Columbus (hereinafter "City") is accepting bids for Raymond Clubhouse Improvements 2018, the work for which consists of removal and replacement of existing doors and windows, concrete repairs, plumbing repairs, and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

Bids will only be received electronically by the City of Columbus, Department of Recreation & Parks via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due September 18, 2018 at 2:00 PM local time. Bidders are welcome to attend the public bid opening, to be held at 1111 East Broad Street, Columbus, OH 43205.

Drawings and technical specifications are available as separate documents at [www.bidexpress.com](http://www.bidexpress.com). Drawings and technical specifications are contract documents.

The City will be holding a pre-bid conference. Attendance is strongly recommended. It will be held at the Raymond Memorial Golf Course Clubhouse, 3860 Trabue Road on September 12, 2018 at 11:00 AM.

The City anticipates issuing a notice to proceed on or about November 15, 2019. Site work is not permitted to begin until January 2, 2019 and all work shall be substantially complete by March 29, 2019.

Questions pertaining to the drawings and specifications must be submitted in writing only to Columbus Recreation & Parks, ATTN: Jeff Anderson, via email at [jsanderson@columbus.gov](mailto:jsanderson@columbus.gov) prior to September 13, 2018 at 12:00 PM local time.

BID OPENING DATE - 9/19/2018 3:00:00PM

RFQ010048 - Blueprint Clintonville 3: Lining, CIP 650875-100006

This RFQ replaces RFQ010040. The City of Columbus is accepting bids for Blueprint Clintonville 3: Lining Project, CIP 650875-100006, the work for which consists of rehabilitation of approximately 11,700 LF of 8- thru 24-inch sewers utilizing the Cured-in-Place Pipe (CIPP) process, manhole rehabilitation, and other such work as may be necessary to complete the contract, in accordance with the drawings [CC 18028], technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

**WHERE & WHEN TO SUBMIT BID**

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due September 19, 2018, at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids." The responding bids will be further reviewed before any contract award is made. No public bid openings will be held pursuant to Columbus City Code Chapter 329.18.

**DRAWINGS AND TECHNICAL SPECIFICATIONS**

Drawings and technical specifications are available as separate documents at [www.bidexpress.com](http://www.bidexpress.com). Drawings and technical specifications are contract documents.

**QUESTIONS**

Questions pertaining to the plans and specifications must be submitted in writing only to the City of Columbus, ATTN: Mike Griffith, PE, via email at [mpgriffith@columbus.gov](mailto:mpgriffith@columbus.gov) prior to 5:00 P.M. on September 12, 2018.

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BID OPENING DATE - 9/20/2018 11:00:00AM

RFQ010149 - Digital Forensic Server and Workstations

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division/Department of Public Safety to obtain formal bids to establish a contract for the purchase of one (1) Computer Server and six (6) Digital Forensic workstations. The server supplies file and print services to a closed network / while providing the ability to search and index Petabytes of recovered data. The proposed server and workstations must be able to pass a rigorous certification for data handling, as they will be used to recover data from suspect devices of all types. All hardware and software must be compatible.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of one (1) server and six (6) workstations. All Offerors must document the manufacture certified reseller partnership. Bidders are required to show experience in providing this type of equipment and warranty service as detailed in these specifications.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in these types of equipment and warranty service for the past five years.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by Friday, September 7th at 9:00 am. Responses will be posted on the RFQ on Vendor Services no later than Monday, September 10th at 4:00 pm.

1.4 Pre-Bid Facility Walk-Through: A walk-through of the facility at 120 Marconi Blvd, Room 324 and 328, Columbus, Ohio is scheduled for Wednesday September, 5 at 9:00 AM. Attendance is not required; however this will be the only opportunity for bidders to examine the work site. See Section 3.2.3 for further information.

1.5 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

RFQ010162 - Compact Excavator

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Water, to obtain formal bids to establish a contract for the purchase and immediate delivery of one (1) Diesel Powered, Compact Excavator. The equipment will be used by the Water Distribution Maintenance Section.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of one (1) Diesel Powered, Compact Excavator. Bidders are required to show experience in providing these types of equipment and warranty service as detailed in these specifications.

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1.2.1 Bidder Experience: The Compact Excavator offeror must submit an outline of its experience and work history in these types of equipment and warranty service for the past five years.

1.2.2 Bidder References: The Compact Excavator warranty service offeror shall have documented proven successful contracts from at least four customers that the offeror supports that are similar in scope, complexity, and cost to the requirements of this specification.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Friday, September 7, 2018. Responses will be posted on the RFQ on Vendor Services no later than Tuesday, September 11, 2018 at 4:00 pm.

1.4 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

BID OPENING DATE - 10/4/2018 11:00:00AM

RFQ009983 - SEWER COMBINATION MACHINES

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Sewerage and Drainage to obtain formal bids to establish a contract for the purchase of two (2) diesel, single axle truck mounted combination sewer cleaners. The truck will be used by the Sewer Maintenance Operations Center.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of two (2) diesel, single axle truck mounted combination sewer cleaners. Bidders are required to show experience in providing these types of equipment and warranty service as detailed in these specifications.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, August 27, 2018. Responses will be posted on the RFQ on Vendor Services no later than Thursday, August 30, 2018 at 11:00 am.

1.4 Pre-Bid: A Pre-Bid Meeting at 77 North Front Street, Stat Room is scheduled for 10:00 am on Monday, August 20, 2018. Attendance is not required; however this meeting is highly encourage and will provide the opportunity for bidders to have an informal discussion of the requirements of the bid specifications and ask questions. See Section 3.2.5 for further information.

1.5 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number.

BID OPENING DATE - 10/5/2018 1:00:00PM

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BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

RFQ010173 - Inflow Redirection-Markison

The City of Columbus Division of Sewerage and Drainage (DOSD) initiated CIP 650790-122181 and 650790-122182 to redirect public sources of stormwater inflow from approximately one hundred fifty four (154) acres of the Markison Avenue Combined Sewershed. The City will award one project that will address both CIP's to modify the Markison Avenue Combined Sewer Regulator, redirect stormwater and upsize sections of the South Side Storm Sewer. All RFP documents shall be downloaded from the bonfire website at <https://columbus.bonfirehub.com/opportunities/10139>. Hard copies will not be provided. Proposals will only be accepted through the Bonfire website at <https://columbus.bonfirehub.com/opportunities/10139>. Direct questions via e-mail only to: Contract Manager, [DPUCapitalRFP@columbus.gov](mailto:DPUCapitalRFP@columbus.gov)  
No contact is to be made with the City other than with the Contract Manager through e-mail with respect to this proposal or its status. The deadline for questions is September 14, 2018. Answers to questions received will be posted on the City's Vendor Services web site by September 19, 2018.

BID OPENING DATE - 10/11/2018 11:00:00AM

RFQ010211 - EMS BILLING SERVICES RFP

Scope: It is the intent of the City of Columbus, Department of Public Safety Division of Fire to obtain proposals for a contractor to provide emergency medical services billing, patient patient care reporting software (i.e. ESO Solutions, Inc.), hardware devices (i.e. GETAC V110 laptops, GETAC F110 ruggedized tablets, and accompanying extra equipment), third party billing auditor (i.e. Page, Wolfburg, and Wirth), training, and two onsite personnel in order to implement a seamless integration and transition in connection to EMS billing and patient care reporting. Billing and patient care reporting must begin on the expiration of the current contract which is March 31, 2018.

Classification: Offerors are encouraged to submit proposals that demonstrate their competence, ability, past performance, quality and feasibility and cost, as defined in this request.

Specification Questions: Questions regarding this RFP (Best Value) must be submitted on the Bonfire portal by 11:00 am EST on Tuesday September 18, 2018. Responses and any necessary addenda will be posted as an amendment to this RFP on the Bonfire portal no later than Tuesday, September 25, 2018 at 4:00p.m EST.

Proposals can be submitted at <https://columbus.bonfirehub.com/opportunities/10216>

BID OPENING DATE - 10/26/2018 11:00:00PM



THE CITY BULLETIN  
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

RFQ010110 - RFP - Indigent Burial Services

It is the intent of the City of Columbus, Department of Public Safety to obtain proposals to establish an indigent burial services contract for February 1, 2019 through January 31, 2023.

Proposals can be submitted at <https://columbus.bonfirehub.com/projects/view/9930>

# Public Notices

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The link to the **Columbus City Health Code** pdf shall constitute publication in the City Bulletin of changes to the Columbus City Health Department's Health Code. To go to the Columbus City Health Code, click [here](#) (pdf).

The Columbus City Code's "**Title 7 -- Health Code**" is separate from the Columbus City Health Code. Changes to "Title 7 -- Health Code" are published in the City Bulletin. To go to the Columbus City Code's "Title 7 -- Health Code," click [here](#) (html).

**City of Columbus**  
**City Bulletin Report**

Office of City Clerk  
90 West Broad Street  
Columbus OH 43215-9015  
columbuscitycouncil.org

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**Legislation Number:** PN0015-2015

**Drafting Date:** 1/27/2015

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Published Columbus City Health Code

**Contact Name:** Roger Cloern

**Contact Telephone Number:** 654-6444

**Contact Email Address:** rogerc@columbus.gov

"The Columbus City Health Code is updated and maintained by the Columbus Health Department.

To view the most current City Health Code, please visit:

[www.publichealth.columbus.gov](http://www.publichealth.columbus.gov)

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**Legislation Number:** PN0089-2018

**Drafting Date:** 5/1/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** OFFICIAL NOTICE

**Contact Name:** Wendy Brinnon

**Contact Telephone Number:** (614) 645-7531

**Contact Email Address:** wcbriannon@columbus.gov

CIVIL SERVICE COMMISSION

COMPETITIVE EXAMINATION ANNOUNCEMENTS

APPLY ONLINE 24 HOURS A DAY, 7 DAYS A WEEK OR APPLY IN PERSON 9:00 A.M. TO 4:00 P.M. MONDAY THROUGH FRIDAY.

The Civil Service Commission continuously administers competitive examinations. Information regarding examinations, for which the Civil Service Commission is currently accepting applications, is located on our website at

[www.columbus.gov/civilservice](http://www.columbus.gov/civilservice) and is also posted at the Commission offices located at 77 North Front Street, 3rd Floor, Columbus, Ohio, as well as on the 1st Floor in the City Self-Serve Job Center. Please note that all visitors are required to produce a picture ID, authenticating their identity, in order to visit the applications area on the third floor. Applicants interested in City jobs or job announcement alerts should check our website or visit the Commission offices.

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**Legislation Number:** PN0095-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** German Village Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Connie Torbeck  
**Contact Telephone Number:** (614) 645-0664  
**Contact Email Address:** cltorbeck@columbus.gov

The German Village Commission has its Regular Meeting the 1st Tuesday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by contacting the above staff.

It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation

Application Deadline (111 N. Front St. @BZS Counter)	Business Meeting Dates (111 N. Front St 3rd Fl. Rm #312) 12:00pm	Regular Meeting Date 111 N. Front St., Hearing Rm #204 4:00pm
May 22, 2018	May 29, 2018	June 5, 2018
June 19, 2018	June 26, 2018	Thurs., July 5, 2018*
July 24, 2018	July 31, 2018	August 7, 2018
August 21, 2018	August 28, 2018	Wed., September 5, 2018*
September 18, 2018	September 25, 2018	October 2, 2018
October 23, 2018	October 30, 2018	Wed., November 7, 2018*
November 20, 2018	November 27, 2018	December 4, 2018
December 18, 2019	Thurs., December 27, 2018*	*Wednesday, January 2, 2019*

NOTE:

**\*Date change due to Holiday**

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**Legislation Number:** PN0096-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Brewery District Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Cristin Moody

**Contact Telephone Number:** (614) 645-8040

**Contact Email Address:** camoody@columbus.gov

The Brewery District Commission has its Regular Meeting the 1st Thursday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by contacting the above staff.

It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline  
(111 N. Front St.  
@BZS Counter)

Business Meeting Date  
(111 N. Front St. Rm #312)  
12:00p.m.

Hearing Date  
(111 N. Front St. Hearing Rm. #204)  
6:00p.m.

May 24, 2018  
June 21, 2018  
July 19, 2018  
August 23, 2018  
September 20, 2018  
October 18, 2018  
November 21, 2018\*  
**(drop off by 12:00 pm)**  
December 20, 2018

May 31, 2018  
June 28, 2018  
July 26, 2018 August 2, 2018  
August 30, 2018  
September 27, 2018  
October 25, 2018  
November 29, 2018  
December 27, 2018

June 7, 2018  
**July 5, 2018 (Rm. #205)**  
September 6, 2018  
October 4, 2018  
November 1, 2018  
December 6, 2018  
January 3, 2019

\* Date change due to Holiday

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**Legislation Number:** PN0098-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Italian Village Commission 2018 Meeting Schedule - REVISED

**Contact Name:** James Goodman

**Contact Telephone Number:** (614) 645-7920

**Contact Email Address:** jagoodman@columbus.gov

The Italian Village Commission has its Regular Meeting the 3rd Tuesday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by contacting the above staff.

It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail zdjones@columbus.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline  
(111 N. Front St.  
@BZS Counter)

Business Meeting Date  
(111 N. Front St. Rm 312)  
12:00p.m.

Hearing Date  
(111 N. Front St. Hearing Rm. 204)  
6:00p.m.

April 3, 2018  
May 1, 2018  
June 5, 2018  
July 3, 2018  
August 7, 2018

April 10, 2018  
May 8, 2018  
June 12, 2018  
July 10, 2018  
August 14, 2018

April 17, 2018  
May 15, 2018  
June 19, 2018  
July 17, 2018  
August 21, 2018

September 4, 2018	September 11, 2018	September 18, 2018
October 2, 2018	October 9, 2018	October 16, 2018
November 6, 2018	November 13, 2018	November 20, 2018
December 4, 2018	December 11, 2018	December 18, 2018 *
January 2, 2019*	January 8, 2019	January 15, 2019

\*Room location subject to change. Contact staff member

**Legislation Number:** PN0099-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Historic Resource Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Connie Torbeck

**Contact Telephone Number:** (614) 645-0664

**Contact Email Address:** cltorbeck@columbus.gov

The Historic Resource Commission has its Regular Meeting the 3rd Thursday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by contacting the above staff.

It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail zdjones@columbus.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline (111 N. Front St.) @BZS Counter)	Business Meeting Date (111 N. Front St., Rm 312) 12:00p.m.	Hearing Date (111 N. Front St. Hearing room HRm. 204) 6:00p.m.
May 3, 2018	May 10, 2018	May 17, 2018
June 7, 2018	June 14, 2018	June 21, 2018
July 5, 2018	July 12, 2018 July 19, 2018	
August 2, 2018	August 9, 2018	August 16, 2018
September 6, 2018	September 13, 2018	September 20, 2018
October 4, 2018	October 11, 2018	October 18, 2018
November 1, 2018	November 8, 2018	November 15, 2018
December 6, 2018	December 13, 2018	December 20, 2018

**Legislation Number:** PN0100-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** East Franklinton Review Board 2018 Meeting Schedule - REVISED

**Contact Name:** Dan Ferdelman  
**Contact Telephone Number:** (614) 645-6096  
**Contact Email Address:** dbferdelman@columbus.gov

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline (111 N. Front St. @BZS Counter)	Regular Meeting* (111 N. Front St. Rm. #203) 3:00pm
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May 1, 2018	May 15, 2018
June 5, 2018	June 19, 2018
July 3, 2018**	July 17, 2018
August 7, 2018	August 21, 2018
September 4, 2018	September 18, 2018
October 2, 2018	October 16, 2018
November 6, 2018	November 20, 2018
December 4, 2018	December 18, 2018

\*Meetings subject to cancellation. Please contact staff to confirm.

\*\*Drop-off by Noon due to office closures for Holiday

Applications should be submitted by 5:00pm on deadline day.

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**Legislation Number:** PN0101-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Downtown Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Daniel Thomas

**Contact Telephone Number:** 614-645-8404

**Contact Email Address:** [djthomas@columbus.gov](mailto:djthomas@columbus.gov)

**DROP OFF:**

111 N. Front St., @BZS Counter

Regular Meeting  
111 N. Front St.  
Hearing Room #204

8:30am - 11:00am

May 22, 2018  
June 26, 2018  
July 24, 2018  
August 28, 2018  
September 25, 2018  
October 23, 2018  
November 20, 2018  
December 18, 2018

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

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**Legislation Number:** PN0102-2018

**Drafting Date:** 5/10/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Land Review Commission 2018 Schedule -REVISED

**Contact Name:** Kevin Wheeler

**Contact Telephone Number:** 614-645-6057

**Contact Email Address:** [kjwheeler@columbus.gov](mailto:kjwheeler@columbus.gov)

The following scheduled Land Review Commission meetings are subject to cancellation. Please contact staff member to confirm.

111 N. Front St.  
Room # 312  
9:00am

May 17, 2018  
June 21, 2018  
July 19, 2018  
August 16, 2018  
September 20, 2018  
October 18, 2018  
November 15, 2018  
December 20, 2018

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail



zdjones@columbus.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation

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**Legislation Number:** PN0103-2018

**Drafting Date:** 5/10/2018

**Current Status:** Clerk's Office for Bulletin

**Version:** 1

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Columbus Art Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Lori Baudro

**Contact Telephone Number:** (614) 645-6986

**Contact Email Address:** lsbaudro@columbus.gov

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail zdjones@columbus.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Hearing Dates
111 N. Front St @BZS Counter)	111 N. Front St., Rm. 203 5:00pm

May 4, 2018	May 22, 2018
June 1, 2018	June 26, 2018
July 6, 2018	July 24, 2018
	No August Meeting
September 7, 2018	September 25, 2018
October 5, 2018	October 23, 2018
November 2, 2018	November 27, 2018
December 7, 2018	December 18, 2018*

\*Room is subject to change

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**Legislation Number:** PN0106-2018

**Drafting Date:** 5/18/2018

**Current Status:** Clerk's Office for Bulletin

**Version:** 1

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Westland Area Commission By-Laws

**Contact Name:** David Hooie

**Contact Telephone Number:** (614) 645-7343

**Contact Email Address:** dehooie@columbus.gov

see attachment

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**Legislation Number:** PN0119-2018

**Drafting Date:** 6/4/2018

**Current Status:** Clerk's Office for Bulletin

**Version:** 1

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** University Impact District Review Board 2018 Meeting Schedule - **REVISED**

**Contact Name:** Daniel Ferdelman, AIA

**Contact Telephone Number:** 614-645-6096 Fax: 614-645-6675

**Contact Email Address:** dbferdelman@columbus.gov

Date of Submittal  
(111 N. Front St.  
@ BZS Counter)

Date of Meeting  
111 N. Front St., Hearing Rm #204  
4:00pm

June 14, 2018

June 28, 2018

July 12, 2018

July 26, 2018

August 9, 2018

August 23, 2018

September 13, 2018

September 27, 2018

October 11, 2018

October 25 2018

November 1, 2018

November 15, 2018\*

December 6, 2018

December 20, 2018\*

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

\*Dates changed due to Holidays

Meetings held in Rm #205.

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**Legislation Number:** PN0155-2018

**Drafting Date:** 7/10/2018

**Current Status:** Clerk's Office for Bulletin

**Version:** 1

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Victorian Village Commission 2018 Meeting Schedule - REVISED

**Contact Name:** Cristin Moody

**Contact Telephone Number:** (614) 645-8040

**Contact Email Address:** [camoody@columbus.gov](mailto:camoody@columbus.gov)

The Victorian Village Commission has its Regular Meeting the 2nd Wednesday of every month (barring Holiday exceptions).

Copies of the Agenda may be obtained by contacting the above staff.

It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline (111 N. Front St @BZS Counter)	Business Meeting Date (111 N. Front St., Rm. #312) 12:00p.m.	Hearing Date (111 N. Front St., Hearing Rm 204) 6:00p.m.
July 26, 2018	August 2, 2018	July 11, 2018
August 30, 2018	September 6, 2018	August 8 2018
September 27, 2018	October 4, 2018	September 12, 2018
October 25, 2018	November 1, 2018	October 10, 2018
November 29, 2018	December 6, 2018	November 14, 2018
December 27, 2018	January 3, 2019	December 12, 2018
		January 9, 2019

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**Legislation Number:** PN0162-2018

**Drafting Date:** 7/24/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice Title:** Notice of General Election for The South Linden Area Commission

**Notice Contact:** Peggy Williams

**Notice Phone Number:** (614) 625-3610

**Notice Email:** [misspeg0118@live.com](mailto:misspeg0118@live.com)

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**Legislation Number:** PN0170-2018

**Drafting Date:** 7/30/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Columbus Recreation and Parks 2018 Updated Commission Meetings

**Contact Name:** Stephanie Brock

**Contact Telephone Number:** 614-645-5932

**Contact Email Address:** [sybrock@columbus.gov](mailto:sybrock@columbus.gov)

**Columbus Recreation and Parks  
2018 Updated Commission Meetings**

***NOTICE OF REGULAR MEETINGS***

**COLUMBUS RECREATION AND PARKS COMMISSION**

The Recreation and Parks Commission, appointed and organized under the Charter of the City of Columbus, Section 112-1 is empowered to equip, operate, direct and maintain all the existing recreational and park facilities. In addition, said Commission exercises certain powers and duties as specified in Sections 112-1 and 112-2 of the Columbus City Charter.

Please take notice that meetings of the Recreation and Parks Commission will be held at 8:30a.m. on the following dates and locations (unless otherwise posted):

*Wednesday, January 10, 2018 - 1111 East Broad Street, 43205*  
*Wednesday, February 14, 2018 - Sullivant Gardens Center, 755 Renick St., 43223*  
*Wednesday, March 14, 2018 - 1111 East Broad Street, 43205*  
*Wednesday, April 11, 2018 - Holton Community Center, 303 N. Eureka Ave., 43204*  
*Wednesday, May 9, 2018 - 1111 East Broad Street, 43205*  
*Wednesday, June 13, 2018 - 1111 East Broad Street, 43205*  
*Wednesday, July 11, 2018 - Mentel Golf Course, 6005 Alkire Rd., 43119*  
*August Recess - No Meeting*  
*Wednesday, September 12, 2018 - Westgate Community Center, 455 S. Westgate Ave., 43204*  
*Wednesday, October 10, 2018 - 1111 East Broad Street, 43205*  
*Wednesday, November 14, 2018 - CPAC, 549 Franklin Ave., 43215*  
*Wednesday, December 12, 2018 - 1111 East Broad Street, 43205*

In the event no proper business exists the meeting may be cancelled without further notice. For further information you may contact the Columbus Recreation and Parks Department, 1111 East Broad Street, Suite 200, Columbus, Ohio 43205 (Telephone: 614-645-3319).

Tony A. Collins, Director  
Columbus Recreation and Parks Department

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**Legislation Number:** PN0188-2018

**Drafting Date:** 8/20/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Shared Mobility Devices Rules and Regulations

**Contact Name:** Frank Williams

**Contact Telephone Number:** 614-645-0584

**Contact Email Address:** fdwilliams@columbus.gov

**DEPARTMENT OF PUBLIC SERVICE**

**CITY OF COLUMBUS, OHIO**

**SUBJECT:** City Code Chapter 904 - Shared Mobility Devices Rules and Regulations

**EFFECTIVE DATE:** August 28, 2018  
**BY:** Division of Infrastructure Management

## I. PURPOSE

### **Columbus City Code Section 904.01, Purpose and scope of chapter, states:**

The purpose of this chapter is to provide for the regulation of privately owned amenities to, or the limited use and occupation of sidewalk or other real property within the public right-of-way in the City of Columbus and to set forth the policies of the city related thereto. Nothing in this chapter shall relieve the applicant from the responsibility to obtain those additional permits required by Columbus City Codes Chapters 902, Health and Safety; 903, Excavation/Occupancy Regulations; 905, Sidewalk, Bikeway and Driveway Construction and Repair and 910, Comprehensive Rights-of-Way or any other Columbus City Code Chapters that might be relative to the installation proposed by the applicant.

## II. AUTHORITY

- These rules and regulations are hereby established pursuant to Columbus City Code Section 904.02(C) to set forth the process and procedures required for SMD Vendors regarding the use or occupancy of the City's Rights-of-Way by Shared Mobility Devices (SMD).
- Rules and regulations are subject to change based on demand and usage tendency.
- Per Chapter 121.05 of the Columbus City Charter, these rules and regulations are to become effective immediately as temporary rules and regulations and shall remain in effect for a period of thirty (30) days after being filed with the city clerk.
- Per Chapter 121.05 of the Columbus City Charter, after filing of these rules and regulations with the city clerk to establish them as temporary rules and regulations, these rules and regulations are being published in the City Bulletin prior to the thirty (30) day temporary period expiring and shall remain in effect until amended or repealed.

## III. DEFINITIONS

The following words, terms and phrases, when used in these rules and regulations, shall have the meanings ascribed to them, except when the context clearly indicates a different meaning:

- *Application* means a form created by the Department.
- *Department* refers to the City of Columbus Department of Public Service.
- *Director* refers to the Director of the Department of Public Service, or designee.
- *Shared Mobility Devices (SMD)* means small mobility devices, such as bicycles, scooters, or other similar mobility device as determined by the Director of Public Service, including electronic versions thereof, that are offered for short term rental to subscribers on a minute, hourly, or daily basis for a fee for short distance travel. The fee shall include, but shall not be limited to, per trip, per time period, or on a subscription basis.
- *Pedestrian Accessible Route (PAR)* means a path through and contained within a pedestrian facility that has slope, grade, surface characteristic, and other features that make it usable by persons having certain mobility and sensory impairment conditions. The PAR must be an unbroken route that will provide access to any destination along a given right-of-way that can otherwise be reached by an able-bodied pedestrian.
- *SMD Vendor* means a business or individual that offers Shared Mobility Devices for short term rental.
- *Right-of-Way* means a general term denoting land, property or the interest therein, usually in the configuration of a strip, acquired for or devoted to transportation purposes. When used in this context, right-of-way includes the roadway, shoulders or berm, ditch and slopes extending to the right-of-way limits under the control of the state or local authority.

## IV. GENERAL PROVISIONS

- SMD Vendors wishing to place Shared Mobility Devices in the public right-of-way must apply for and obtain all necessary permits as set forth herein, including a 904 lease and a 903 permit, from the Department of Public Service

in order to occupy any portions of the City's Right-of-Way.

- SMDs shall not be placed or attached to any personal property, fixtures, or structures.
- Occupancy of the right-of-way within the areas designated by the city shall at a minimum:
  - o Not adversely affect city property, streets or sidewalks
  - o Not adversely affect the property of any third parties
  - o Not inhibit pedestrian or vehicular movement within the right-of-way, as solely determined by the city
  - o Not create conditions which are a threat to public safety and security
- Each SMD Vendor will be permitted a deployment of up to 500 devices. The Director has the authority to increase or decrease this number for one or more SMD Vendors based on demand and usage. An SMD Vendor may petition the Director in writing to alter the SMD Vendor's device limit and the Director may grant or deny the request with 15 business days of receipt.
- A maximum of eight (8) 904 leases for SMDs may be issued at any given time citywide.
- Upon notice of termination of this lease (in writing) the SMD Vendor shall at its sole cost and expense, remove its property from the right-of-way within ten (10) business days from receipt of notice.

## **V. FLEET**

- SMD Vendor shall make best efforts to ensure each SMD is in working order, well-maintained, and clean at no cost to the City of Columbus.
- SMD Vendor shall affix its logo and customer service contact information, including phone number and website, to each device so that it is clearly visible.
- Any applicable SMD model should include CE, FCC, and UL certification for safe operation.
- Motorized or electronic SMDs will not provide speed to the user above 15 mph.
- The service must tie into the Smart Columbus common payment system once developed.

## **VI. DATA**

Applicant agrees to provide City of Columbus Department of Public Service and Smart Columbus operational and utilization data for all permitted SMDs. This data shall be provided in a format and manner satisfactory to the City of Columbus Department of Public Service, including but not limited to:

- Current location of unreserved SMDs (lat/long coordinates), with date/time SMDs arrived in that location.
- Real Time Data Access. SMD Vendor shall provide access to real time data on device location, usage, and condition. Commonly conveyed through a dashboard.
- Daily 12:00 AM and 12:00 PM (tabular data) of unreserved SMDs parked on-street, listing SMD ID, lat/long coordinates, date/time SMD arrived in that location
- Daily summary (tabular data) of SMD trips by origin and destination
- Average number of SMDs in service for reported month
- Number of reservations per day
- Number of unique users per day
- Average length of ride (miles/time) for the reported month
- Average idle time (SMD parked between reservations) summarized for reported month
- Safety reports on any crashes involving SMDs
- Monthly summary of SMD distribution and GPS-based natural movement in heat map format
- Monthly user data
- Summary of customer comments/complaints and resolution
- Summary of theft/vandalism and resolution

## **VII. Shared Mobility Device Parking AND STAGING**

The City of Columbus, at its own discretion, may designate parking/staging spots in the city to assist with the orderly parking of SMDs as needed. SMD Vendors shall require SMD's to be parked in an upright position and may not be parked in the following locations or where prohibited by law:

- In the vehicular portion of the street (including loading zones, and vehicular parking spaces)
- Blocking a PAR, including ADA curb ramps

- Doorways
- Fire escapes
- Inside bus shelters
- Driveways
- On unauthorized private property or unapproved non-public space.

Any SMD that is parked in one location for more than seven (7) consecutive days without moving, or parked illegally as indicated above may be removed by City of Columbus crews and taken to a city facility for storage at the expense of the SMD Vendor. The SMD Vendor is responsible for paying to retrieve the SMD at \$300 per device.

### **VIII. Condition and Requirements of the City of Columbus**

- The right-of-way is in an "as is" condition. City makes no representations or warranties concerning the condition of the right-of-way or its suitability for use by SMD Vendor or its customers, and assumes no duty to warn either SMD Vendor or its customers concerning conditions that exist now or may arise in the future.
- City assumes no liability for loss or damage to SMD's, other property, and customers. SMD Vendor agrees that the city is not responsible for providing security at any location where SMD's are stored or located, and SMD Vendor hereby waives any claim against city in the event SMD's or other property are stolen, lost or damaged.
- Maintenance and care of portion of city property. SMD Vendor expressly agrees to repair, replace or otherwise restore any part or item of city's real or personal property that is damaged, lost or destroyed as a result of the SMD's use of city property. Should SMD Vendor fail to repair, replace or otherwise restore such real or personal property, SMD Vendor expressly agrees to pay city's costs in making such repairs, replacements or restorations.
- Compliance with Law. SMD Vendor at its own cost and expense, shall comply with all statutes, ordinances, rules, regulations, and requirements of all governmental entities applicable to its use of City Property and the operation of its SMDs, including but not limited to laws governing operation of SMDs.
- No Joint Venture. Nothing herein contained shall be in any way construed as expressing or implying that the parties hereto have joined together in any joint venture or Liability Company or in any manner have agreed to or are contemplating the sharing of profits and losses among themselves in relation to any matter.
- Termination. Per terms of the 904 Lease.
- Permits. Once a 904 Permit and fee are paid and a Lease is obtained by the SMD Vendor, an annual 903 Permit is required to place individual SMDs in the designated right-of-way area.
- Per 903 each individual SMD shall be issued a permit sticker which must remain visible throughout the duration of the permit.
- Non-exclusivity. Nothing contained herein shall be construed to give an SMD Vendor the exclusive right to operate within in the city.
- At no time shall the installation of SMDs require the removal or alteration of a parking meter(s), street sign(s), or street furniture.
- The city shall have the right to inspect the SMD units at any time without serving advanced notice of the inspection.

### **IX. PROCESS AND COMMUNITY OUTREACH**

As part of a 904 Lease SMD Vendor must include a comprehensive plan with the following minimum requirements:

- Plan size no larger than 15 pages (8 ½ x 11), in PDF format if attached electronically
- Education of riders on responsible and legal usage of SMDs.
- Guidance relating to the differentiation between the Public Right-of-Way and private property.
- The deployment of SMDs citywide and in opportunity neighborhoods as designated by the Mayor's office. SMD Vendor must also articulate in their plan how their service will connect the opportunity neighborhood to other neighborhoods and create economic and improved healthy living opportunities.
- A minimum of 20% of the active fleet must be deployed and rebalanced back into the opportunity neighborhoods within 48 hours.
- A maximum of 25% of the active fleet may be deployed and rebalanced into the Central Business District as defined by the Department of Public Service within 48 hours. The Director has the authority to adjust this percentage as needed.

- The program must allow for access to the service without a credit card.
- An application shall be considered complete if it includes the following items:
  - o A completed and approved 904 Lease Application
  - o A completed and approved 903 Occupancy Permit
- Applications and/or questions shall be submitted to Jerry Ryser, Right-of-Way Manager, at 614 645-1584 or by E-mail at [jlryser@columbus.gov](mailto:jlryser@columbus.gov).
- Upon receipt of a complete application, the application shall be reviewed by the appropriate Departments and Divisions within the city.
- Upon notification that the SMD Application has been approved, the applicant is required to pay all applicable fees and provide all required documents prior to the issuance of lease and permit.

City of Columbus Department of Public Service will work with SMD Vendor to review and approve such plans.

**X. FEES**

- Pursuant to Section 904 of the Columbus City Code, the applicant is required to pay an application fee of five hundred dollars (\$500.00) at the time of the issuance of the 904 Lease.
- The applicant is required to pay all applicable fees required for a 903 occupancy permit at issuance. There will be a per unit fee of \$75 with the issuance of the 903 occupancy permit.

BY ORDER:

JENNIFER GALLAGHER, DIRECTOR  
DEPARTMENT OF PUBLIC SERVICE

**Legislation Number:** PN0189-2018

**Drafting Date:** 8/20/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

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**Notice/Advertisement Title:** General Rules and Regulations for City Code, Chapter 903

**Contact Name:** Frank Williams

**Contact Telephone Number:** 614-645-0584

**Contact Email Address:** [fdwilliams@columbus.gov](mailto:fdwilliams@columbus.gov)

**GENERAL RULES AND REGULATIONS  
FOR  
CITY CHAPTER 903**

DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF INFRASTRUCTURE MANAGEMENT  
CITY OF COLUMBUS, OHIO

**SUBJECT:** EXCAVATION AND OCCUPANCY PERMITS IN THE PUBLIC RIGHT-OF-WAY

**EFFECTIVE DATE:** August 28, 2018

**RULE:**

All public service agencies, companies, corporations, utility companies, and individuals wishing to dig into, under, open holes, ditches, or trenches in any sidewalk, roadway pavement, or public right-of-way or to occupy the right-of-way of any street, alley, or public way of the City of Columbus for any purpose defined under City Code chapter 903 shall obtain the



prior consent of the Director of Public Service and/or their designee. Such consent shall be obtained in writing as set forth in the rules of this regulation.

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### 1. General Provisions:

**1.1 Authority:** Chapter 903 of the Columbus City Code, 1959, requires any person or agency desiring to excavate in or to occupy Public Right-of-Way for any construction related purpose to obtain a permit. Section 903.02 of the Columbus City Code authorizes the Director of Public Service to promulgate reasonable rules and regulations to carry out the provision of this Chapter. The Director of Public Service has designated the Administrator of Infrastructure Management to enforce these rules and regulations. Therefore, permits to excavate or to occupy the right of way for construction related purposes shall be submitted to, and approved by the Administrator of Infrastructure Management in accordance with the provisions of these rules and regulations. Permits are non-transferable.

**1.1.1** Per Chapter 121.05 of the Columbus City Charter, these rules and regulations are to become effective immediately as temporary rules and regulations and shall remain in effect for a period of thirty (30) days after being filed with the city clerk.

**1.1.2** Per Chapter 121.05 of the Columbus City Charter, after filing of these rules and regulations with the city clerk to establish them as temporary rules and regulations, these rules and regulations are being published in the City Bulletin prior to the thirty (30) day temporary period expiring and shall remain in effect until amended or repealed.

**1.2 Type of Permits:** There are two categories of permits covered by these rules and regulations: excavation and occupancy.

**1.2.1 Excavation Permits:** This category of permit shall be requested when excavating within the right-of-way of any public street or alley. The work covered by this permit includes excavations in street or alley pavement, sidewalk or driveway, or the non-paved area within the right-of-way for any purpose whatsoever.

**1.2.2 Occupancy Permits:** This category of permit shall be requested when it is necessary to occupy the right-of-way of any public street or alley for a purpose related to construction activity. Examples include working on or in any roadway appurtenance, or work on or in buildings or properties outside the right-of-way.

When a permit is issued for a block party, special event, parade, or other event, items within and outside of the permit area may require additional permits for items to be temporarily constructed within road rights-of-way in support of the event.

**1.3 Restrictions on Issuing Permits:** Permits will not be issued within High Impact Areas when the purpose is vehicle storage on City right-of-way. It is the responsibility of the applicant to store vehicles off-street, or at unreserved long term meters per the City's On-Street Parking out of Service Policy. Occupancy permits are intended for commercial vehicles only. Occupancy permits shall only be issued for the purpose of work within the public right-of-way and activities associated with the adjacent private property by the adjacent property owner or their agent.

**1.3.1 High Impact Areas:** For purposes of this regulation, High Impact Areas are defined below:

- (Downtown Business District)
- Major Construction Areas
- Arterial Streets (Arterial Streets are those listed on the City of Columbus Thoroughfare Plan)

**1.4 Application, Review and Approval:** Requests for excavation or occupancy permits shall be made through the Administrator of Infrastructure Management. All requests shall be on forms approved by the Administrator and shall conform to Section 2 of these regulations. No work may begin, or occupancy occurs, until a permit has been issued, except as provided within Section 5 of these regulations.

**1.4.1 Excavation Permits:** Requests to dig, open holes, ditches, bore, or trenches in the sidewalk, roadway or right-of-way of any improved or unimproved street, alley, or public way shall be obtained at least 10 working days in advance of proposed excavation. Review times vary based on the complexity of the project and adequate review time must be considered in the applicant's schedule. The permit office can assist any applicant in determining the extent of the review needed and the time required. Complex reviews can take up to twenty (20) days by City Staff (this does not include any time the applicant has the plans in their possession for revisions). Subsequent reviews can take up to ten (10) days each. The permit request shall include plan, details, and specifications as set forth in Sections 2 and 3 of these regulations.

**1.4.2 Occupancy Permits:** Requests to occupy or barricade the right-of-way of any improved or unimproved street, alley or public way shall be submitted at least three (3) working days in advance. When the permit is for a full street closure, permit request shall

be submitted at least ten (10) working days in advance. When a full street closure is for a major planned event, the submittal shall be twenty (20) working days in advance.

**1.4.3 Review of Plans:** Plans shall be routed for review and approval as set forth in the Right of Way Plan Routing Manual. A copy of this publication may be obtained at the Public Service permit desk.

**1.4.4 Issuance:** A permit shall be issued after a permit application has been reviewed and approved as required above, and the applicant has notified the Department of Public Service of a scheduled start date.

**1.5 Length of Permit:** Permits will be issued only for the time necessary to perform the work. Every effort must be made by the permittee to minimize the amount of time of traffic restrictions or meters out of service when no work occurs. The City has the right to remove meter or lane restrictions left in place three (3) days with no work occurring. Permits issued for less than thirty (30) days may be extended once for a short duration subject to a re-issue fee specified in Section 7.3.

**1.6 Liability:** The issuance of an Excavation or Occupancy Permit does not relieve the agency or agent requesting the permit from liability for any damage that might occur to the roadway, or any public, or personal property while performing work authorized by the permit.

**2. Form of Application or Request for Permit.** Excavation or Occupancy Permit requests shall contain but not be limited to the following information:

- Name of applicant or agent making request.
- Address of applicant or agent.
- Contact name and phone number (a 24-hour emergency number is needed if not the same).
- Location of work - be specific, provide street name and specify limits (house number as applicable); lane requirements, sidewalk, etc.
- Size of trench (width/length/depth).
- How long permit is needed
- Proposed work hours if applicable, state if a complete closure is desired.
- Purpose of request (Utility placement, working in roadway structure, working on or in a building, etc.), provide address when appropriate.
- When work is to begin and completion date (required to issue permit).
- Traffic control requirements (full closure, number and location of lanes to be closed, etc.), provide adequate maintenance of traffic notes.
- Plans as required by Section 3.
- Parking Meter Numbers, for all meters the applicant would like reserved, or taken out of service for specified duration during the performance of their work (see Section 11).

**3. Permit Plans:** Whenever construction is to be performed within the right-of-way (excluding service line repair), the permit application shall be accompanied by fully approved plans. The plans shall be of suitable size and clarity to show the nature of the work to be performed. Such plans shall show all existing City utilities and topographic features. The City utilities shall be shown on the plans as to horizontal and vertical alignment based upon an actual field inspection and a diligent search of City records for the same. All conflicts with any City facility shall be resolved to the satisfaction of the owner Division. The applicant should refer to the right of way plan routing manual for more information.

**4. Restoration:** Whenever any person or agency has the authority to excavate in any sidewalk, roadway or right-of-way of any improved or unimproved street, alley or public way the person or agency causing such excavation shall be required to return, in accordance with current City standards, the right-of-way to the same quality condition it was prior to the excavation or restore the same in such a manner and by such time as required by the Director of Public Service and/or their designee.

Restoration of any sidewalk, curb, street pavement, etc. shall occur no later than 14 calendar days after the conclusion of any utility repair or installation activity unless expressly authorized otherwise by the Director of Public Service and/or their designee. Construction activity completed from December through April shall be permanently restored no later than May 31st. After May 31st, non-compliance with this required restoration work shall be considered a violation of this policy. Additional permits shall not be issued to the permittee until the violations are corrected to the satisfaction of the Director of Public Service and/or their designee. In addition, each violation may be dealt with in accordance with Section 903.99 of the Columbus City Code.

Permanent repairs to any roadway cut for the purpose of installing, extending or repairing any utility wire, conduit, or any other repair shall be made in accordance with Department of Public Service Standard Drawing 1441 A, or other suitable means conforming to current City specifications and approved by the Director of Public Service and/or their designee.

Standard Drawing 1441 A has been developed to provide specifications on long pavement cuts, small pavement repairs, and other minor repair work within the right-of-way. Whenever a pavement cut area exceeds the nominal size of 8 feet in width and 100 feet in length, the plans shall provide the method of pavement replacement in accordance with current City standard specifications and are subject to review and approval by the Director of Public Service and/or their designee.

Per Standard Drawing 1441 A whenever a trench is contained within a travel lane and the trench exceeds 100 feet in length the repair shall include milling the full lane width. Where the excavation trench encroaches into more than one lane of traffic, each lane shall be milled and repaved the entire length of the excavation or street block as directed by the Director of Public Service and/or their designee.

Temporary brick street repairs are to be performed in conformance with Standard Drawing 1441 A, Special Note "F", which allow a temporary material placed until permanent restoration can be completed. Temporary material is not to be used without prior approval from the Department of Public Service. Temporary material is not allowed over a period of fourteen (14) calendar days unless prior approval from the Department of Public Service. All street bricks that are excavated shall be salvaged intact. The sawing of existing bricks shall not be permitted. Bricks must be removed whole. Bricks not used in pavement restoration shall be cleaned, stacked on pallets, and delivered to the City's Operation Center, located at 1850 East Twenty-Fifth Avenue. (614) 645-8120. Any bricks that are not delivered shall be charged to the applicant at a rate pre-determined by the Director of Public Service and/or their designee or through forfeiture of deposits.

All trenches within the road right-of-way shall be backfilled and temporary pavement applied or securely plated. Item No. 304 material, CDF (control density fill) and / or millings shall not be permitted to be used as temporary pavement on major arterial, collector, or high volume roadways. With the approval of the Director of Public Service and/or their designee, the Temporary Traffic Control Coordinator (645-6269) and / or the Permit Supervisor (645-3039) properly compacted Item No. 304 may be used as temporary fill on residential streets and alleys between intersections. Intersections shall have temporary pavement applied for a maximum of 5 working days.

**5. Emergency Repairs:** When any public agency, or any private utility company or corporation must excavate within road rights-of-way in order to make emergency repairs necessary for the safety and health of the public, the same shall request a permit no later than the following working day. All permanent repairs shall conform to Section 4 of this policy.

**6. Inspection:** Inspection of work performed under these permits shall be done by personnel of Department of Public Service. The permittee shall call the telephone number indicated on the permit at least 4 hours before any needed inspection. Any authorized excavation work shall be inspected.

**6.1. Inspections:** call the City of Columbus's Division of Infrastructure Management's Permit Section at (614) 645-7497

**6.2. Backfill:** Call before backfill operation begins. Approval needed to start backfill. (4 hrs. notice)

**6.3. Sidewalk, driveway or curb:** Form work installation inspection required before placement of material.

**6.4. Final Inspection:** When all work is complete. Upon a successful final inspection, deposits will be processed and returned to the permit holder.

**7. Inspection Fees and Deposit Costs:** All private companies, corporations or individuals shall pay, at the time of permit application, a fee as set forth below to cover the administrative costs of issuing the permit(s) and performing the required inspection(s). It is the responsibility of the permit holder to request inspections. Failure to obtain an inspection will result in requiring re-excavation of the location and replacement with approved materials in the presence of proper inspection personnel. In addition, this action may result in the forfeiture of 100% of all deposits, bonds and fees on account.

**7.1 Street Excavation Deposit:** A street excavation deposit shall be required for all roadway excavations when the pavement is open cut. The deposit shall be a minimum of \$800.00 for an open cut area of three square yards or less. For cuts larger than three square yards the deposit shall be \$250.00 per square yard of pavement to be cut. The street excavation deposit shall be refunded if the repair work is inspected and completed in a manner satisfactory to the Director of Public Service and/or their designee.

**7.2 Additional Deposits:** If, in the opinion of the Director of Public Service and/or their designee, additional inspections are needed due to the use of granular backfill material, or horizontal directional drilling operations, the permittee

shall place on deposit sufficient funds necessary to pay for said inspection services in addition to all other deposits and fees associated with the inspection process. Any unused inspection deposits will be refunded once it has been determined that the work has been completed in a satisfactory manner. Sewer TV Inspection Deposit shall be required where Sewer TV inspection is noted by the Division of Sewerage and Drainage on the Permit Plans (see Section 3 for plan requirements). The TV deposit fee shall be determined and paid to the Division of Sewerage and Drainage, located at 910 Dublin Road, Attn: Jacque Kelley (614-645-5824).

**7.3 General Permit Fees:** There are general fees associated with the issuance of an Excavation or Occupancy permits. Fees are as follows:

- Emergency No Parking Signs: \$.25 each
- Occupancy Permits: \$80.00
- Excavation Permits with hourly inspection fees assessed: \$80.00
- Inspection Fee: \$60 per hour
- Excavation Permits with less than one hour inspection: \$110.00
- Reissued Permits: \$40
- Parking Meter Charges: See Section 11
- Shared Mobility Devices: \$75 per unit. See Section 18.
- Parking Meter Head Removal/Re-installation Fee: \$60.00 per meter plus daily lost revenue for time meter is out of service. Any parking meters to be hooded on a Sunday or holidays where the parking meters for that day are free, a \$4.00 per meter hooding fee is assessed up to 100 parking meters. Parking meters that require over 100 to be hooded will be charged a hourly rate for the actual cost of hooding each. City observed holidays are: New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Thanksgiving Day, and Christmas Day.

Note: Billing of General Fees for all public and private utility companies will require approval from the Director of Public Service and/or their designee.

Projects of a duration requiring multiple inspections will be billed at the \$60 per hour rate. The need for additional inspection will be determined during the plan review process based on the complexity and duration of the project. When an inspector is required to work beyond their normal scheduled hours or weekends, the permittee shall be required to pay any additional inspection cost at an hourly rate. When a Department employee is required to respond to an emergency situation due to neglect of securing a steel plate or other hazardous situation, it will be the responsibility of the permittee to cover the cost of the employee and any material cost to rectify the situation in a safe manner. These costs shall be paid upon receipt of invoice or deducted from the permittee's deposit. Failure to pay these costs may result in the forfeiture of deposit monies or a moratorium on obtaining future permits, or both.

**8. Traffic Control:** Traffic control devices shall be furnished, erected, maintained, and removed by the permittee in accordance with guidelines published in the manual of "Traffic Control for Construction and Maintenance Operations" current revision. Copies are available at the Ohio Department of Transportation, located at 1980 West Broad Street. In the event of conflicting requirements, any additional maintenance of traffic requirements spelled out in the plans shall take precedence over the above-mentioned manual. Any specific condition attached to the permit by the Temporary Traffic Control Coordinator shall take precedence over both the manual and plan notes.

**NOTE:** Traffic cones are not permitted as traffic control devices for night work within the City.

**9. New Pavement or Re-pavement:** No permit will be granted to any person to make any opening in the new pavement or re-pavement of a street or alley, except for the purpose of repairing leaks in pipes, for a period of three years after the completion of such new pavement or re-pavement. When emergency repairs are necessary, the Director of Public Service and/or their designee shall provide details and specifications on how the permanent pavement repairs are to be made per Standard Drawing 1441.

No permit shall be granted to any person to make any opening in hard surface areas (pavement, sidewalks, curbs, etc.) within right-of-way for Special Improved Streets for a period of five (5) years after construction or substantial construction

of such hard surface areas. In addition, within right of way of Special Improved Streets, joint use of facilities shall be required so long as there is adequate space available in the existing facilities at reasonable and nondiscriminatory rates. Special Improved streets shall be reviewed and approved by the Director of Public Service and/or their designee upon which hard surface or landscaped improvements have been constructed or proposed to be constructed which are enhanced architecturally, aesthetically and/or structurally compared to standard City specifications for publicly dedicated streets or alleys. The Director of Public Service and/or their designee shall maintain a list of Special Improved Streets together with the beginning and ending dates of the five (5) year period.

**10. Option for Pavement Repairs by City Contract:** A permittee may elect to perform all or part of the repair work required when making a permitted pavement cut. If the permittee is not able to meet the requirements of this regulation and current City standards and specifications governing repairs to utility cuts, the permittee may opt to have all or part of this work performed by the City. The request for the City to perform any and all restorations shall be given at the time the application is submitted for permit processing. If the work is to be performed by the City, a separate pavement repair fee shall be paid to the City for this work. The amount of this pavement repair fee shall be established by unit prices for the quantity of work to be performed. This money shall be collected at the time the permit is issued, unless billing procedures have been approved by the Director of Public Service and/or their designee. The unit price rates shall be made available in advance for cost estimating purposes. The amount due the City shall be equal to the work planned to be performed.

**11. Parking Meters:** Whenever the work being performed restricts the use of City parking meters, the agency requesting the permit shall be responsible for paying the daily meter charge for each meter involved. The permit application shall include the meter numbers affected. When the activities require the removal of the meter heads or it is determined by the City that they need to be removed, a meter head removal fee shall also be charged. These fees shall be paid at the time the permit is issued. Parking meter fees charged will be the total daily fee, as if the meter is to be occupied for all enforcement hours.

When an occupancy permit is issued where parking meters have been requested to be bagged, each vehicle using a bagged meter location must have a permit. The original occupancy permit must be visible and in the vehicle using the bagged meter location. All other vehicles within the closure limits will be subject to parking restrictions identical to those of loading zones, which allows 15-minute parking unless actively loading or unloading. Permittee shall comply with the City's On-Street Parking Out of Service Policy.

**12. Steel Roadway Plates:** The City requires that all companies, corporations, or individuals placing steel roadway plates in the right-of-way of any street, alley, or public right-of-way shall notify the Department of Public Service. The contractor's name, employee contact name with a 24-hour emergency telephone number, plate location, number and size of plates, and the approximate number of days planned for placement shall be submitted weekly either by telephone, at (614) 645-7497, or via FAX, at or (614) 645-1876.

The contractor shall also have available sufficient quantity and various sizes of trench plates for their use when needed for protecting and securing trenches opened by the contractor. In the Downtown Business District area, all steel plates shall be a minimum of one inch in thickness. All steel plates shall be secured by using bituminous asphalt material around the perimeter of the plate and shall be a minimum of twenty-four inches wider in width than the actual excavation size, and a minimum of twenty-four inches longer in length than the actual excavation size. Steel plates shall not be left in the roadway for a period to exceed 30 calendar days, unless approved by the Director of Public Service and/or their designee.

**NO SPIKES OR PINS ARE PERMITTED TO SECURE A STEEL PLATE**

Steel plates shall have the company name etched, engraved, or welded on each plate placed in road right-of-way, face up for identification and be monitored by the permittee to assure plates are secured and have not moved from their trench. Warning signs (COC - 327 (R/L)) must be placed in such a way that it does not obstruct motorist or pedestrians, identifying a steel plate is located in the roadway per standard drawing 1441. When steel plates are to be placed on roadways with a posted speed limit of 35 M.P.H. or greater, advanced warning signs (COC - 328) must be placed per standard drawing 1441. Failure to secure a roadway steel plate may result in fines and penalties per City Code, Chapter 903.99.

**13. Emergency Phone Number Posting:** The permit holder shall post in a conspicuous place at the job site a sign with a

24-hour emergency phone number. This shall be required whenever any travel portion of a lane or a sidewalk is barricaded.

**14. Dumpster/Containers:** All dumpsters or containers placed within public right-of-way must have an occupancy permit. This regulation does not apply to the trash containers placed by the Refuse Collection Division. Occupancy permits for dumpsters or containers may be issued to the vendor who supplies them or the permittee requesting the use of one. The vendor shall be responsible for providing a dumpster or container in compliance with current City of Columbus regulations. Each dumpster or container shall be equipped with reflectorized hi-intensity barricade tape (minimum 8 inches wide, standard orange and silver). A minimum of two bands each are required for dumpsters or containers less than four feet in height and three bands for dumpsters and containers over four feet in height. Each band shall be spaced evenly around the perimeter of the dumpster or container. The company's name and a 24-hour telephone number shall be placed on each side so that it is clearly visible. A weatherproof 9"x12" plastic envelope shall be affixed to the dumpster or container to provide a means of posting the permit. The permittee shall be responsible for the placement of two lighted barrels. The requirement of such shall be evaluated at the time of permit application or when a hazard develops.

If a permit is only for a dumpster or container to be placed in the right of way and not part of a larger construction project, it shall be limited to a seven (7) day period unless approved in advance as part of the permit process.

If a dumpster or container is to occupy an actual parking meter space, the fee(s) for that particular meter shall be charged in place. (see Section 11).

**15. Special Duty Police Officers:** When required by the permit, or if required by the City Service or Safety Director, the permittee shall be responsible for hiring and paying for the services of Uniformed Special Duty Police Officers. Police officers shall be required at all times when working within a signalized crosswalk and for controlling traffic in a 2-way 1-lane traffic pattern as determined by the Director. The City of Columbus will determine the number of officers required. An officer may be obtained by calling (614) 645-4795 and obtain the "Guidelines for Supervising Special Duty Police Officers", issued by the Chief of Police.

**16. Penalty:** Whoever violates any provision of this policy shall be deemed guilty of a first degree misdemeanor and fined not exceeding one thousand dollars (\$1,000.00), or imprisoned for not more than six months, or both. Any such violation shall constitute a separate offense on each successive day continued, in accordance with Columbus City Code, Section 903.99.

**17. Right to Decline:** The City of Columbus reserves the right to decline additional permits to a previous permit holder for other projects if a violation exists. No permit shall be issued until the violations are corrected to the satisfaction of the Division of Infrastructure Management Administrator or designee.

The City may limit the approved use of the right of way at any time due to unforeseen operational circumstances, but shall make every reasonable effort to alleviate the effects of any such limitation.

**18. Shared Mobility Devices (SMD)** means small mobility devices, such as bicycles, scooters, or other similar mobility device as determined by the Director of Public Service, including electronic versions thereof, that are offered for short term rental to subscribers on a minute, hourly, or daily basis for a fee for short distance travel. The fee shall include, but shall not be limited to, per trip, per time period, or on a subscription basis.

BY ORDER:

JENNIFER GALLAGHER, DIRECTOR  
DEPARTMENT OF PUBLIC SERVICE

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**Legislation Number:** PN0193-2018

**Drafting Date:** 8/27/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Southwest Area Commission Bylaws Revised

**Contact Name:** Beth Fairman Kinney

**Contact Telephone Number:** (614) 645-5220

**Contact Email Address:** bkinney@columbus.gov

Southwest Area  
Commission Bylaws  
Revised

These Bylaws establish the procedure under which the Southwest Area Commission shall execute those duties and functions set forth in and with authority granted under Chapters 3109 and 3111 of the Columbus City Codes (herein abbreviated as C.C.).

Article I. Name

The name of this organization shall be the Southwest Area Commission, herein referred to as the "Commission".

Article II. Area

The boundaries of the Commission are: to the north, Mound Street, Mt. Calvary and Greenlawn Avenues, to the east by the Scioto River, to the south by Interstate 270 and to the west by CSX Railroad tracks, or as detailed in C.C. 3111. The Commission serves the incorporated areas of the City of Columbus, and strives to maintain an effective working relationship with the jurisdictions that fall within the Commission's boundaries which include: Franklin County, Franklin Township, Urbancrest and Jackson Township.

Article III. Purpose

1. The purpose of this Commission shall be to afford additional voluntary citizen participation in decision making in an advisory capacity to the City Administration and City Council and to facilitate communication, understanding, and cooperation between neighborhood groups, city officials, and developers. The Commission shall:

A. In the interests of local planning for local needs, identify and study problems and requirements of the Commission Area in order to:

1. Create plans and policies, which will serve as guidelines for future development of the Area;
2. Bring the problems and needs of the Area to the attention of appropriate government agencies or residents; and
3. Recommend solutions or legislation.

B. Air and promote communication within the Commission Area and between it and the rest of the City by means of:

1. Regular and special meetings of the Commission which are open to the public;



2. Public hearings on problems, issues or proposals affecting the area;
3. Public forums and surveys to provide an opportunity for Area residents, businesses and organizations to state their problems and concerns.
4. Soliciting active cooperation of all segments of the Area and City, including organizations, institutions, and government.
5. Initiating proposals and supporting those introduced by individual citizens or area organizations, which will enhance the quality of life enjoyed by area residents and preserve the unique residential and commercial mix of the Area; and
6. Promoting and encouraging businesses whose functions, methods of operation, architectural appearance, and locations are consistent with the character and requirement of the Area.

C. Initiate, review, and recommend criteria and programs for the preservation, development and enhancement of the Commission Area, including, but not limited to, parks, recreation areas, sidewalks, street, and traffic, by means of:

1. Reviewing the proposed Capital Improvements Budget and proposing new items and changes relating to the Area;
2. Making recommendations for restoration and preservation of the historical elements within the Area; and
3. Receiving and reviewing for recommendation, prior to the adoption by governmental bodies, any new or revised comprehensive plan affecting the Area.

D. Recommend priorities for and review government services and operation of the various government departments in the Commission Area by means of:

1. Requesting and receiving from departments or agencies periodic reports concerning governmental services or practices in the Area;
2. Meeting with administrative heads of any department or agency, or any of their subordinates, to obtain additional information deemed necessary for the Commission to fulfill its functions.
3. Requesting and receiving from departments or agencies, prior to implementation, full reports on any proposed changes in service or practice in the Area, and recommending approval or disapproval of the proposed changes;
4. Reviewing and evaluating pending legislation substantially affecting the Area prior to its consideration by Council; and
5. Review and comment on zoning issues and demolitions presented to the Commission.

E. Recommend persons from the Commission Area for nomination to membership on City boards and commissions, which make decisions or recommendations affecting the Commission Area.

2. The Commission shall not endorse any candidate for public office.

Article  
IV.  
Membe  
rship

1. Appointment. All Commissioners shall be appointed by the Mayor of the City of Columbus in accordance with C.C. 3109. The Secretary shall notify the Mayor of all nominations, elections, and vacancies within ten days of such action.

A. Should the Mayor neither approve nor disapprove the action within thirty (30) days of notifications, the action shall be deemed approval until notice from the Mayor as specified in C.C.3109.

B. A copy of each notice shall be sent to the City Council in care of the City Clerk.

2. Members. The Commission shall consist of up to thirteen (13) members. Each member shall either reside, work or own property in the Commission Area and serve without compensation.

A. Nine (9) Elected Commissioners shall be selected from the Southwest Area. The nine (9)

Commissioners shall be selected in accordance with the selection rules adopted by the Southwest Area Commission. Each elected Commissioner must be a resident in the City of Columbus.

B. Four (4) At-Large Commissioners, should either be employed, own real property or operate a business within the Area, shall be nominated by the Commission. The four (4) individuals nominated by the Commission may be from, but not limited to, the following: one (1) official from South-Western City Schools; one (1) from the fields of human services; one (1) representative of the Southwest Area clergy; and one (1) from the Southwest Area Business Association.

C. The Commission must maintain a majority of the members to be residents of the Southwest Area boundaries.

3. Terms. The term of membership of elected officials shall be three (3) years. All terms shall expire during the annual meeting in the year that the term expires; however, a member may continue to serve beyond term expiration until a successor is appointed. Terms shall be staggered so as to maintain continuity of experienced representation. As determined by lot, one-third of the initial membership shall serve for one (1) year; one third, for two (2) years; and the remaining one-third, for three (3) years or until their successors are appointed. Term of at-large commissioners shall be for three (3) years.

4. No Commission member shall represent the Commission in its official actions before any other public body or official, except as specifically authorized in writing by the Commission. This shall not be construed as a restriction upon the right of the individual members to represent their own views before public or private bodies, whether in agreement or disagreement with the official action of the Commission.

1. 5. Disqualification. Members shall maintain their residence, property or business in the Commission Area from which they were elected or appointed. Failure of a member to maintain his or her residence, property or business in the Southwest Commission Area, shall be deemed a resignation and the Secretary shall notify the Mayor, City Clerk and the Director of Development.

6. Attendance. The year starts with the annual meeting in September. Members shall, so far as possible, be regular in attendance. A member's absence from four (4) regular meetings in any one (1) year, shall be deemed a resignation from the Commission, unless a petition has been received by the Chairperson of the Commission. The Commission must act upon the petition after it is received at either the next regularly scheduled meeting or the following regularly scheduled meeting. The petition must be made in writing and received by the Chairperson at least eight (8) days prior to the next regular meeting following the fourth absence. The petition is to request that some or all of the absences be excused due to extenuating circumstances. The nature of the extenuating circumstances shall be explained. If the Commission accepts, by majority vote, all or portion of the absences may be excused. If a petition is not received, it shall be deemed a resignation from the Commission and notice of such will be communicated to the City of Columbus. After the third missed meeting, the secretary will remind the member of the attendance policy. After the fourth missed meeting, the secretary will remind the member about the need to submit a petition to the Chairperson if the member would like to maintain their position. Members shall, so far as possible, inform either the Chairperson or the Secretary, prior to the meeting, when they know they will be absent.

7. The Commission shall nominate one or more candidates to fill any vacancy caused by death, disqualification, or other means for the remainder of the unexpired term by letter to the Mayor pursuant to C.C. 3109. When there is a vacancy, public notice will be made on the web site and/or emailed to the community member email list.

Arti  
cle  
V.  
Offi  
cers

1. The officers of the Commission shall be: Chairperson, Vice-Chairperson, Secretary and Fiscal Officer. At the first meeting of the Commission, officers shall be elected by majority vote of the members. Thereafter, election of officers shall be at the annual meeting. Officers shall serve one (1) year, or until a successor is elected. There is no limit to the number of terms that someone can serve in the same office. Each officer shall have the right to vote on any question

2. The Chairperson shall preside at all meetings of the Commission; in consultation with other Commission members, appoint standing and special committees of the Commission; serve as an ex-officio member of all committees; coordinate the actions of officers and committee chairperson; and perform other duties associated with the office as required.

3. The Vice-Chairperson shall assist the Chairperson; perform all the duties of the Chairperson in his or her absence; and perform other such duties as may be assigned by the Commission.

4. The Secretary shall call and record roll; remind a member of his or her absences per Article IV, section 6; record and maintain accurate voting records and meeting summaries which shall be open to public examination; maintain such other records as the Commission may direct; notify the Mayor of any vacancy; perform related duties as may be assigned by the Commission; and in the absence of both the Chairperson and the Vice-Chairperson, call the meeting to order and preside until the immediate election of a chairperson pro tempore.

5. The Fiscal Officer shall receive all funds and disburse all funds with the Commission's approval.

6. A vacancy in the office of the Chairperson shall be filled by the Vice-Chairperson. A vacancy in any other position shall be filled in the same manner as the original selection.

Arti  
cle  
VI.  
Mee  
ting

1. Regular meetings will be held quarterly in August, November, February and May on the third Wednesday of the month at 7:00 pm. Meetings will be held in January, March, April, June, July, September, October and December on the third

1. Wednesday of the month at 7:00 pm if an application for zoning, graphics or special permit has been received and the applicant requests time on the agenda at least ten days prior to the third Wednesday of the month. Meetings will occur in this manner unless otherwise directed by the majority vote of the Commission in sufficient time to notify constituents and the City Administration of such change. Each meeting shall be held in the Commission Area unless suitable facilities are not available in which they may seek suitable facilities contiguous to the Commission Area in an appropriate, large room convenient for members and the public chosen by the Commission as its regular meeting place, unless otherwise specified at least fifteen (15) days prior to the meeting. Notice of the meeting with an agenda shall be published in the City Bulletin prior to changing meeting time or location.

2. The annual meeting shall be the first regular meeting in September at which time new members will be seated and new officers elected.

3. Special meetings may be called by Executive Committee, the Chairperson, or by majority of the members in a regular or special meeting. The meeting's purpose, date, time, and location shall be stated when the meeting is called. No business will be considered at a special meeting unless it was stated when the meeting was called. Except in cases of emergency, three (3) days notice shall be given for a special meeting.

4. All meetings shall be open to the public, and notice shall be published, when possible, at least seven (7) days in advance in a newspaper of general circulation in the Commission Area and on the web site and/or community member email list.

5. Quorum: A majority of the total membership shall constitute a quorum for conducting business.

6. Voting: A majority of the Commission members present and voting shall be required to approve any action. A tie vote is disapproval. The Chairperson shall state each issue in a positive form such as "The question before the Commission is: Shall the application (request approval) be approved?"

7. The Order of Business can be determined by the Chair. A suggested format is:

1. Pledge of Allegiance
2. Roll Call
3. Zoning
4. Invited Guests
5. Routine Business
6. New Business
  - A. Reports
  - B. Announcements
7. Old Business
8. Adjournment

8. The Chairperson shall recognize members of the public who wish to address the Commission concerning issues under discussion. The Chairperson shall uniformly limit debate to an equal amount of time for each side of the issue. Time limits may be set by the Commission. When appropriate, further action on the issue may be deferred to the next Commission meeting.

9. Dissenting or non-concurring reports may be filed with the Secretary by any Commission member and shall be attached to the majority report.

10. Individual citizens or Commissioners may be asked to research a specific topic and report findings to the Commission.

#### Article VII. Committees

1. The Chairperson shall appoint Commission members to standing committees giving due consideration to their individual preferences and subject to approval by a majority vote of the Commission members.

2. The Chairperson shall appoint non-members to Commission committees from recommendations by Commission members appointed to that particular committee subject to approval by a majority vote of the Commission members. Non-member appointees shall have full voting privileges in all proceedings of the committee to which they are appointed. The number of non-members on any committee shall not exceed the number of Commission members appointed.

3. Committee members shall serve at the pleasure of the Chairperson and their appointments shall expire at the next annual meeting.

4. The Chairperson shall be an ex-officio member of all committees, except the Nominating Committee.

5. After appointments are approved, the members of each committee shall select a Committee Chairperson from among the Commission members appointed to the committee.

6. Committees will be formed as needed.

7. Notice of all committee meetings and copies of all committee correspondence shall be filed with the Secretary and the Chairperson of the Commission. Committee findings which propose action or resolution shall be submitted at a regular meeting of the Commission for consideration.

#### Article VIII. Elections.

1. The Elections Board shall consist of a minimum of three (3) Commission Area residents appointed by the Chairperson with the approval of the Commission by the last regular meeting in April of each year. No individual running election night activities can be connected in any way with any candidate appearing on the ballot for the Commission. If no Elections Board is appointed, then all Commission members will make up the Elections Board.

2. The Board shall appoint any necessary officers; provide for printing and distributing necessary forms such as, but not limited to, petitions, ballots and tallies; receive petitions; certify persons who have qualified as candidates, locate polling places, conduct the election; tally the votes; hear and decide complaints concerning the election or campaign; and certify the winning candidates to the Commission pursuant to C.C. 3109 and the Selection Procedure, including all activities incidental thereto.

3. Candidates for selection shall not be polling staffs in year or years in which their names appear on the ballot.

4. Elections shall be by secret ballot and determined by plurality of vote if three (3) or more candidates vie for a single position, otherwise a majority of votes cast shall elect. Any person eighteen (18) years of age or older who is a resident of the Commission Area and the City of Columbus may be an elector. Electors need not be registered with the Franklin County Board of Elections. The initial election shall be conducted by a Task Force. Thereafter, each election shall be conducted by the Elections Board on the observance of "National Night Out" which is held on the first Tuesday in August. Members shall take office at the next annual meeting.

5. The Election Board shall adopt Election Rules for governing the elections by majority vote of its members provided such rules shall conform with these Bylaws and Selection Procedure. Such rules shall not be changed during the ninety

(90) days before an election nor thirty (30) days after an election. The adoption of amendment of such Rules shall be presented to the Commission at the beginning of a regular meeting. Should the Commission not disapprove of them prior to adjournment, such Rules take effect. The Commission may amend the Election Rules without action by the Elections Board in the same manner as an amendment of these Bylaws.

Article IX.  
Parliamentary  
Authority

Robert's Rules of Order Newly Revised shall govern in all cases to which they are applicable and not inconsistent with these Bylaws and any special rules of order the Commission may adopt.

Article X.  
Amendments of  
Bylaws

These Bylaws may be amended at any regular meeting of the Commission by an affirmative vote of two-thirds (2/3) of the Commission Members provided that the amendment was submitted in writing at the previous regular meeting. The Secretary shall file any approved amendment immediately after its adoption with the City Clerk for publication in the City Bulletin. Such amendment shall take effect ten (10) days after such publication per C.C. 121.05.

Amended Bylaws as adopted this;  
Southwest Area Commission Chair

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**Legislation Number:** PN0196-2018

**Drafting Date:** 8/29/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:**Civil Service Commission Public Notice

**Contact Name:**Wendy Brinnon

**Contact Telephone Number:**(614) 645-7531

**Contact Email Address:**wcbrinnon@columbus.gov

During its regular meeting held on Monday, August 27, 2018. The Civil Service Commission passed a motion to abolish the specification for the classification Engineering Aide I and amend Rule XI accordingly (Job Code 1006).

During its regular meeting held on Monday, August 27, 2018. The Civil Service Commission passed a motion to revise the specification for the classification Engineering Aide II, retitle it to read Engineering Aide, and amend Rule XI accordingly (Job Code 1007).

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**Legislation Number:** PN0197-2018

**Drafting Date:** 8/29/2018

**Current Status:** Clerk's Office for Bulletin

**Version:** 1

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Development Commission Zoning Meeting Agenda - October 13, 2018

**Contact Name:** Michael Maret

**Contact Telephone Number:** (614) 645-2749

**Contact Email Address:** mj Maret@columbus.gov

The Development Commission of the City of Columbus will hold a public hearing on the following applications on **Thursday, October 13, 2018**, beginning at **6:00 P.M.** at the **MICHAEL B. COLEMAN GOVERNMENT CENTER** at 111 North Front Street, Columbus, OH 43215 in the **2ND FLOOR HEARING ROOM**.

Further information may be obtained by visiting the City of Columbus Zoning Office website at <http://www.columbus.gov/bzs/zoning/Development-Commission> or by calling the Department of Building and Zoning Services, Council Activities section at 614-645-4522.

**THE FOLLOWING APPLICATIONS WILL BE HEARD ON THE 6:00 PM AGENDA:**

**1. APPLICATION: Z18-037**

**Location:** 2388 ROKEBY STREET (43232), being 17.49 ± acres located at the terminus of Eastland Commerce Center Drive, 940± feet south of Groves Road (010-242999 and/or portions of 3 others; Greater South East Area Commission).

**Existing Zoning:** L-M, Limited Manufacturing District.

**Request:** M-2, Manufacturing District.

**Proposed Use:** Manufacturing uses and storage of truck trailers.

**Applicant(s):** Marshall Acquisitions, LLC; c/o Donald T. Plank, Atty.; Plank Law Firm; 411 East Town Street, Second Floor; Columbus, OH 43215.

**Property Owner(s):** Gurgun Muharrem and 3 others; 4706 Sibel Drive; Powell, OH 43065.

**Planner:** Michael Maret; 614-645-2749; [mjMaret@columbus.gov](mailto:mjMaret@columbus.gov)

**2. APPLICATION: Z18-040**

**Location:** 5240 WALCUTT COURT (43228), being 22.78± acres located at the terminus of Walcutt Court, 750± feet west of Walcutt Road (570-210824 and 245-287914).

**Existing Zoning:** R, Rural District and L-M-2, Limited Manufacturing District.

**Request:** L-M, Limited Manufacturing District.

**Proposed Use:** Less objectionable manufacturing uses.

**Applicant(s):** Marous Brothers Construction; c/o Dave Perry, Agent; David Perry Company, Inc.; 411 East Town Street, First Floor; Columbus, OH 43215, and Donald Plank, Atty.; Plank Law Firm; 411 East Town Street, Second Floor; Columbus, OH 43215.

**Property Owner(s):** OMCO Building, LLC; c/o Dave Perry, Agent; David Perry Company, Inc.; 411 East Town Street, First Floor; Columbus, OH 43215, and Donald Plank, Atty.; Plank Law Firm; 411 East Town Street, Second Floor; Columbus, OH 43215.

**Planner:** Michael Maret; 614-645-2749; [mjmaret@columbus.gov](mailto:mjmaret@columbus.gov)

### 3. APPLICATION: Z18-034

**Location:** 5020 GENDER ROAD (43216), being 3.37± acres located at the southeast intersection of Gender Road and Chelsea Glen Drive (010-277700; Greater South East Area Commission).

**Existing Zoning:** CPD, Commercial Planned Development and PUD-8, Planned Unit Development Districts.

**Request:** CPD, Commercial Planned Development District.

**Proposed Use:** Mixed-use development.

**Applicant(s):** GBS Gender LLC, c/o Sean Mentel; 100 South Fourth Street, Suite 100; Columbus, OH 43215.

**Property Owner(s):** The Applicant.

**Planner:** Kelsey Priebe; 614-645-1341; [krpriebe@columbus.gov](mailto:krpriebe@columbus.gov)

### 4. APPLICATION: Z18-038

**Location:** 3898 ALUM CREEK DRIVE (43207), being 2.67± acres located at the northeast corner of Alum Creek Drive and Williams Road (530-162084; Far South Columbus Area Commission).

**Existing Zoning:** CPD, Commercial Planned Development District and C-4, Commercial District.

**Request:** CPD, Commercial Planned Development District.

**Proposed Use:** Expansion of existing fuels facility.

**Applicant(s):** Thorntons, Inc.; c/o Aaron L. Underhill, Atty.; Underhill & Hodge, LLC; 800 Walton Parkway, Suite 260; Columbus, OH 43054.

**Property Owner(s):** Kevin G. Bennington, Tr.; P.O. Box 357; Williamsport, OH 43164.

**Planner:** Tim Dietrich; 614-645-6665; [tedietrich@columbus.gov](mailto:tedietrich@columbus.gov)

### 5. APPLICATION: Z18-005

**Location:** 7488 LEE ROAD (43081), being 81.9± acres located on the west side of Lee Road, 1,260± feet south of East Walnut Street (221-000012 and 3 others; Rocky Fork-Blacklick Accord).

**Existing Zoning:** R, Rural District (Annexation Pending).

**Request:** PUD-4, Planned Unit Development District.

**Proposed Use:** Single-unit residential subdivision.

**Applicant(s):** M/I Homes of Central Ohio LLC; c/o David Hodge, Atty.; Underhill & Hodge, LLC; 800 Walton Parkway, Suite 260; New Albany, OH 43054.

**Property Owner(s):** Phillip J. Gardner, Tr., et al.; 8585 Cheshire Road; Sunbury, OH 43074.

**Planner:** Kelsey Priebe; 614-645-1341; [krpriebe@columbus.gov](mailto:krpriebe@columbus.gov)

### 6. APPLICATION: Z18-039

**Location:** 5570 RIVERSIDE DRIVE (43017), being 14.71± acres located on the east side of Riverside Drive, 2,140± feet north of West Case Road (212-000181 and 6 others; Northwest Civic Association).

**Existing Zoning:** R, Rural District (Annexation Pending).

**Request:** PUD-4, Planned Unit Development District.

**Proposed Use:** Single-unit residential development.

**Applicant(s):** Romanelli and Hughes Building Company; c/o Matthew Cull, Atty., Kephart Fisher LLC; 207 North Fourth Street; Columbus, OH 43215.

**Property Owner(s):** David G. Burns and Donald J. and Mary P. DuRivage; 5570 Riverside Drive; Dublin, OH 43017.

**Planner:** Kelsey Priebe; 614-645-1341; [krpriebe@columbus.gov](mailto:krpriebe@columbus.gov)

ADJOURNMENT

**Legislation Number:** PN0198-2018

**Drafting Date:** 8/30/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter:** Public Notice

**Type:**

**Notice/Advertisement Title:** Communications 082918

**Contact Name:** Aparna Donthi

**Contact Telephone Number:** 614-645-3377

**Contact Email Address:** ardonthi@columbus.gov

THE CITY CLERK'S OFFICE RECEIVED THE FOLLOWING COMMUNICATIONS AS OF WEDNESDAY, AUGUST 29, 2018:

Transfer Type: D1, D2, D3, D3A, D6

To: Secret Savidge LLC

DBA Bossy Grrls Pin Up Joint

1st Fl & Patio

2598 N High St

Columbus OH 43202

From: Girl Party LLC

DBA Bossy Grrls Pin Up Joint

1st Fl & Patio

2598 N High St

Columbus OH 43202

Permit# 7950155

New Type: D5

To: Dirty Dishes LLC

DBA Table

21 E 5th Av

Columbus OH 43201

Permit# 21961200010

New Type: D1

To: Chipotle Mexican Grill

Of Colorado LLC

DBA Chipotle Mexican Grill 3276

SWC of E Hudson St & Silver Dr

Columbus OH 43211

Permit# 14374152000

New Type: D1

To: Tai Lieu LLC

876-878 Bethel Rd

Columbus OH 43214

Permit# 87792780005

New Type: C1, C2

To: XL Drive Thru Inc

2359 W Broad St

Columbus OH 43123

Permit# 9804080



New Type: D2, D3  
To: Tai Lieu LLC  
876-878 Bethel Rd  
Columbus OH 43214  
Permit# 87792780010  
Advertise Date: 9/1/18  
Return Date: 9/11/18

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**Legislation Number:** PN0199-2018

**Drafting Date:** 8/31/2018

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter:** Public Notice

**Type:**

**Notice/Advertisement Title:** Property Maintenance Appeals Board

**Contact Name:** Phaedra Nelson

**Contact Telephone Number:** 614-645-5994

**Contact Email Address:** panelson@columbus.gov

1. **Case Number PMA-362**  
**Appellant:** Allan Moore, Sr.  
**Property:** 7535 Tayside Drive  
**Inspector:** Chandra Montgomery  
**Accela#:** 18440-03661
  
2. **Case Number PMA-367**  
**Appellant:** Samuel and Debra Hawkins  
**Property:** 7549 Tayside Drive  
**Inspector:** Chandra Montgomery  
**Accela#:** 18440-04891
  
3. **Case Number PMA-368**  
**Appellant:** George Ambro  
**Property:** 2607 E. 5th Ave  
**Inspector:** Preston Salas  
**Accela#:** 18450-02120

**NOTE:** A Sign Language Interpreter, to "Sign" this meeting, will be made available for anyone with a need for this service, provided the Regulations Division is made aware of this need and given a reasonable notice of at least four (4) hours before the scheduled meeting time. To schedule an interpreter, please call Phaedra Nelson at 645-5994 or TDD

645-3293.

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**Legislation Number:** PN0277-2017

**Drafting Date:** 12/6/2017

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** City of Columbus Records Commission- 2018 Meeting Schedule

**Contact Name:** Monique L. Goins-Ransom, Records Commission Coordinator

**Contact Telephone Number:** 614-645-0845

**Contact Email Address:** mlgoins-ransom@columbus.gov

## CITY BULLETIN NOTICE

### MEETING SCHEDULE

#### CITY OF COLUMBUS RECORDS COMMISSION:

The regular meetings of the City of Columbus Records Commission for the calendar year 2018 are scheduled as follows:

**Monday, February 26, 2018**

**Monday, May 21, 2018-CANCELLED**

**Monday, September 24, 2018**

Meetings will take place at: City Hall, 90 West Broad Street, 2nd Floor, in the City Council Conference Room 225. They will begin promptly at 10:00 am.

Every effort will be made to adhere to the above schedule, but the City of Columbus Records Commission reserves the right to change the date, time or location of any meeting; or to hold additional meetings. To confirm the meeting date, time and locations or to obtain agenda information, contact the Office of the City of Columbus Records Commission Coordinator at (614) 645-0845.

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**Legislation Number:** PN0289-2017

**Drafting Date:** 12/19/2017

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Big Darby Accord Advisory Panel 2018 Schedule

**Contact Name:** Festus Manly-Spain

**Contact Telephone Number:** (614) 645-8062

**Contact Email Address:** famanly-spain@columbus.gov

**Meeting Accommodations:** It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline  
Hearing Date  
Franklin County Courthouse  
373 S. High St., 25th Fl. - Room B  
1:30PM

December 12, 2017	January 9, 2018
January 16, 2018	February 13, 2018
February 13, 2018	March 13, 2018
March 13, 2018	April 10, 2018
April 10, 2018	May 8, 2018
May 15, 2018	June 12, 2018
June 12, 2018	July 10, 2018
July 17, 2018	August 14, 2018
August 14, 2018	September 11, 2018
September 11, 2018	October 9, 2018
October 16, 2018	November 13, 2018
November 13, 2018	December 11, 2018

Applications should be submitted by 5:00pm on deadline day to:

City of Columbus Planning Division  
Attn: Festus Manly-Spain  
50 W. Gay St. 4th Fl.  
Columbus OH 43215

**NOTE:**

Application delivery will be 111 N. Front St., 3rd floor. starting in March.  
You may also check the Commission webpage for information.

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**Legislation Number:** PN0290-2017

**Drafting Date:** 12/19/2017

**Version:** 1

**Current Status:** Clerk's Office for Bulletin

**Matter** Public Notice

**Type:**

**Notice/Advertisement Title:** Rocky Fork-Blacklick Accord 2018 Meeting Schedule

**Contact Name:** Festus Manly-Spain

**Contact Telephone Number:** (614) 645-8062

**Contact Email Address:** famanly-spain@columbus.gov

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (614) 645-8871 or e-mail [zdjones@columbus.gov](mailto:zdjones@columbus.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Hearing Dates	
		New Albany Village Hall 99 W. Main St. New Albany, OH 43054 6:00pm
December 21, 2017		January 18, 2018
January 18, 2018		February 15, 2018
February 15, 2018		March 15, 2018
March 22, 2018		April 19, 2018
April 19, 2018		May 17, 2018
May 24, 2018		June 21, 2018
June 21 2018		July 19, 2018
July 19, 2018		August 16, 2018
August 3 2018		September 20, 2018
September 20, 2018		October 18, 2018
October 18, 2018		November 15, 2018
November 22 2018*		December 20, 2018

\*Application deadline date changed due to Holiday...office may close early

Applications should be submitted by 5:00pm on deadline day to:

City of Columbus Planning Division  
Attn: Festus Manly-Spain  
50 W. Gay St. 4th Fl.  
Columbus OH 43215

**NOTE:**

Application delivery will be 111 N. Front St., 3rd floor. starting in March.  
You may also check the Commission webpage for information.

## **WESTLAND AREA COMMISSION BY-LAWS**

### **ARTICLE I. PURPOSE**

The Commission shall be an advisory body, established to participate in planning, decision making and to facilitate communication, understanding and cooperation between neighborhood groups, city officials and developers in the Westland Area including:

- A. The Commission shall in the interests of local planning for local needs, identify and study the problems and requirements of the commission area in order to create plans and policies which will serve as guidelines for future development of the area; bring the problems and needs of the area to the attention of appropriate government agencies; recommend solutions or legislation.
- B. To aid and promote communications within the commission area and between it and the rest of the city, including public forums and surveys to provide opportunity for area residents, businesses and organizations to state their problems and concerns; also to solicit active participation and open communication with all segments of the commission area organizations, associations, institutions, businesses and governmental entities, including but not limited to Prairie, Franklin, Pleasant, and Jackson townships.
- C. To initiate, review and recommend criteria and programs for the preservation, development and enhancement of the commission area, including but not limited to parks, recreational areas, schools, traffic and streets, be they commercial or residential.
- D. To recommend priorities for and review of government services and the operation of the various government departments in the commission area by means of:
  - 1. Requesting and receiving from departments or agencies, prior to implementation, full reports concerning governmental services or practices in the area.
  - 2. Meeting with administrative heads of any department or agency, or any of their subordinates, to obtain additional information deemed necessary for the commission to fulfill its functions.
  - 3. Requesting and receiving from departments or agencies, prior to implementation, full reports on any proposed changes in service or practice in the area and recommending approval or disapproval of the proposed changes.
  - 4. Reviewing and evaluating pending legislation substantially affecting the area prior to its consideration by council; and
  - 5. Regularly receiving for review, comment and recommendation from the Division of Regulations copies of applications and notices of all public hearings related to rezoning, special permits, variances, demolitions and zoning appeals regarding property located wholly or partially within the area.

## WAC BY-LAWS 2018

- E. To recommend persons for nomination to membership on city boards and commissions which make decisions or recommendations affecting the commission area.
- F. No duty or function of the Westland Area Commission shall invalidate any action of Council.

## ARTICLE II. BORDERS

### Section 1. WESTLAND AREA COMMISSION

The borders of the Westland Area Commission shall be from the junction of the centerline of I-270 and the centerline of Big Run South Road:  
thence north along the centerline of I-270 to the Conrail RR tracks,  
thence west to the western fork of Hellbranch Creek,  
thence south along the creek to its intersection with the centerline of Grove City Road,  
thence east by northeast along the centerline of Grove City Road to the centerline of Big Run South Road,  
thence northeast along the centerline of Big Run South Road to its intersection with the centerline of I-270.

## ARTICLE III. MEMBERSHIP

**Section 1.** All commissioners shall be appointed by the Mayor of the City of Columbus in accordance with Chapter 3313 of the City Codes. The Recording Officer shall notify the Mayor of all nominations, elections, and vacancies within ten days of such action.

- A. Should the Mayor neither approve nor disapprove of the action within thirty days of notification, the action shall be deemed approved.
- B. A copy of each such notice shall be sent to the City council (care of the City Clerk) and to the proper official of the Division of Neighborhood Services.

**Section 2.** The Westland Area Commission (WAC) shall consist of twenty-one commissioners.

- A. Fourteen (14) commissioners shall be elected from the Westland Area. The 14 commissioners shall be elected in accordance to the Selection Rules adopted by the WAC. All elected commissioners shall maintain a residence, work or own property in the Westland Area during their term of office.
- B. Seven (7) commissioners, who need not be Westland Area residents, shall be nominated by the Commission. The five (5) individuals nominated by the commission will be made from professionals and individuals as follows, but not limited to, one (1) official from South-Western City Schools; one (1) Doctor Hospital, one (1) from the Southwest Public Library and three (3) representatives from businesses, one of which shall be from the Westland Area Business Association

WAC BY-LAWS 2018

(WABA), one (1) community leader.

C. All commissioners shall have equal voting rights.

**Section 3.** Terms of offices for all commissioners, both selected and nominated shall be three years..

A. Westland Area Commission commissioners shall serve without compensation.

B. The Commission year shall commence at the annual meeting, which is the October meeting, and shall last for twelve (12) consecutive months ending in September.

C. Absence from four regular, special and interim meetings in one year shall be considered a resignation from the Commission. The Recording Officer shall give notice to both the Chairperson and the individual commissioner after that person has been absent for three total meetings.

1. Absence from a commission meeting shall be excused when the commissioner acts as an official representative of the Westland Area Commission at a meeting which conflicts with the Westland Area Commission meeting date and time.
2. Absence from a commission meeting shall be excused when the commissioner notifies the Recording Officer in writing at least three days in advance of the meeting that the Commissioner is unable to attend. An emergency excuse will be granted if the Commissioner contacts at least one the of the Commission officers before the meeting starts. If any three commissioners indicate disagreement with the excused status in this paragraph, they may call for a ballot and deny the "excused" with a two-thirds vote of the full commission.
3. The Recording Officer shall maintain an attendance roster indicating "Present", "Unexcused", or "Excused" for each meeting. Tardiness and leaving before adjournment shall be recorded in the official records unless excused the Chairperson.

D. Vacancies shall be filled according to the following procedures:

1. If the vacancy occurs in a position and the time remaining is less than five months, the position shall be declared vacant by the Chairperson until the next election date.
2. If the vacancy occurs in an elected position, replacement commissioners shall be selected from the candidates nominated at a regularly scheduled meeting either by the nominating committee or from the floor. This will be done by a vote of the commissioners present. A yes vote by a majority of the commissioners present shall upon approval by the Mayor fill the position until the next annual election.

E. No commissioner shall represent the WAC in its official actions except as specifically authorized by a majority at a regular or special meeting. This shall not be construed as a restriction upon the rights of individual commissioners to represent their own views before public or private bodies, whether in agreement or disagreement with the official actions of the Commission.

F. All terms shall be for three years, except for the appointed terms as described in section 3(D)2.

## ARTICLE IV. OFFICERS

**Section 1.** The officers of the Westland Area Commission shall be: Chairperson, Vice-Chairperson, Recording Officer and Fiscal Officer.

**Section 2.** Officers shall be elected for a term of three years.

**Section 3.** Elections of officers shall be held at the first regular meeting after the annual (October) meeting by approval of a majority vote of those commissioners present at the meeting.

A. The Nominating Committee shall, two regular meetings prior to the elections of officers, request that any commissioners interested in becoming officers notify the Committee of their intent. One regular meeting prior to the election date, the Nominating Committee shall present the proposed slate of candidates to the Commission. Nominations for the candidates shall be accepted by the Chairperson on the day of the election. Only commissioners who have served on the Commission for at least nine months may run for an office.

**Section 4.** Duties of the officers shall be as follows:

A. **The Chairperson** shall preside at all meetings of the Commission. The Chairperson shall prepare an agenda for all meetings and appoint commissioners and Chairpersons for all standing and special committees, with the advisement of other officers. Standing committee Chairpersons and commissioners shall be appointed at a regular meeting following the election of the Commission Chairperson. The Chairperson shall perform other duties associated with the position as required, including to fill officer positions that become vacant during the Chairperson's term.

B. **The Vice Chairperson** shall perform the duties of the Chairperson in the absence of that officer and shall perform such special duties that may arise, at the request of the Chairperson.

C. **The Recording Officer** shall call and record the roll, record all voting results, record the minutes of the Commission meetings (the taking of minutes may be designated to an individual, approved by the commission, and not a part of the commission), maintain a file of Commission correspondence and other records as directed by the Chairperson. Additionally, the Recording Officer shall provide a quarterly attendance roster to the Chairperson. The Recording Officer shall notify the Mayor of all nominations, elections, and vacancies within ten days of such action. Minutes of all meetings, voting results and attendance records shall be maintained by the Recording Officer at a public facility for examination by any interested party. The Recording Officer shall provide copies, at a reasonable charge, of any WAC documents to any person requesting them.

D. **The Fiscal Officer** shall receive, disburse and record all funds of the Commission. Expenditures over \$20.00 require advance permission from the Chairperson. Quarterly financial records shall



## WAC BY-LAWS 2018

be furnished to the Recording Officer for inclusion in the Commission records maintained for public examination.

### **Section 5.** The order of succession.

- A. If the Chairperson resigns, then the Vice Chairperson will assume the position for the remainder of the Chairperson's term of office. At the next regular meeting, the first order of business will be the election of a new Vice Chairperson from the slate presented by the Nominating Committee. The nominee receiving the plurality of the votes cast by those in attendance at the meeting will fill the position of Vice Chairperson for the remainder of the term of office.
- B. Should the Vice Chairperson be unable or unwilling to assume the position, then the Recording Officer will assume the position until the next regular meeting, where the first order of business will be the election of a new Chairperson and Vice Chairperson from the slate presented by the Nominating Committee. These new officers should remain in office for the remainder of the term of office.
- C. If all of the officers resign, then the Nominating Committee shall request that any commissioners interested in becoming officers notify the Committee of their intent. At the next regularly scheduled meeting, the Nominating Committee shall present the proposed slate of candidates to the Commission. Nominations for the candidates shall also be accepted by the Chairperson of the Nominating Committee at that meeting. Only commissioners who have served on the Commission for at least nine months may run for an office. Approval of the candidates will be passed by a majority vote of the currently seated commissioners.

## **ARTICLE V. MEETINGS**

**Section 1.** All meetings are open to the public. Regular meetings shall be held on the third Wednesday each month at 7:00 pm. Timely and proper notice shall be made in local publications of this meeting time and date. If this meeting place or time is changed, every effort will be made to notify the public as far ahead as possible.

**Section 2.** Interim meetings are held on the second Tuesday of each month at 7:00 pm or at the discretion of the committee chair. The primary purpose of the interim meetings shall be to conduct zoning committee business. Other committees may use this date.

**Section 3.** Special meetings may be called by the Chairperson, Vice Chairperson, or upon the written request of at least six WAC commissioners. The purpose of the meeting, date and location shall be stated in the call. Notice of a special meeting shall be given to each commissioner. Except in an emergency, at least three days written notice shall be given.

**Section 4.** A quorum shall consist of fifty percent plus one of the current membership roster.

**Section 5.** The order of business of Commission meetings shall be as follows:

- A. Roll Call

## WAC BY-LAWS 2018

- B. Minutes of the previous meetings
- C. Zoning applications
- D. Committee Reports
- E. Old Business
- F. New Business
- G. Announcements
- H. Adjournment

The Chairperson shall indicate on the agenda approximate time schedules for each part of the program. Regular meetings shall begin no earlier than 7:00 pm and end no later than 10:00 pm. Adjustments to this time schedule shall be at the discretion of the Chairperson; however, every effort should be made to conform to the written agenda.

**Section 6.** The Chairperson may recognize members of the public who wish to address the Commission concerning issues under discussion. Uniform time limits for such presentations shall be determined by the Chairperson.

**Section 7.** Commissioners may file written dissenting opinions with the Recording Officer for any WAC majority report or voting decision.

**Section 8.** Unless otherwise specified, meetings of the Commission shall be conducted according to the current edition of "Robert's Rules of Order."

**Section 9.** Commissioners are required to attend all meetings unless excused. (see Article III, Section 3, Paragraph C-1 & 2)

## ARTICLE VII. COMMITTEES

**Section 1.** Appointment of both standing and special committee members shall be made by the Chairperson, with the advisement of other officers.

**Section 2.** The members shall designate a Committee Chairperson from the members of the committee, subject to the approval of the Commission Chairperson.

**Section 3.** All standing committee positions must be assigned at a regular meeting following the annual election of commissioners.

**Section 4.** All committee members shall have equal voting rights within that committee.

**Section 5.** Official notification of all committee meetings shall be made to the members by the committee chairperson. Copies of all committee correspondence shall be forwarded to the Commission Chairperson and filed by the Recording Officer.

**Section 6.** The Chairperson of the Commission shall be an ex-officio member of all committees.

**Section 7.** The standing committees of the Westland Area Commission shall be:

1. By-Laws
2. Community Relations
3. Education
4. Nominating
5. Planning & Development
6. Public Health & Safety
7. Recreation & Parks
8. Zoning

The committees' duties are described below and may take on whatever other duties or tasks that are deemed appropriate by a majority commission vote.

1. The **By-Laws Committee** shall review and recommend any amendments to the By-Laws.
2. The **Community Relations Committee** shall act on behalf of the Westland Area Commission to forge partnerships with other community-based organizations, promote the activities of the Commission to the wider Westland community, and cooperate with all segments of the Westland Area including residents, organizations, associations, businesses and institutions. The Committee shall also recommend community-wide events, such as parades or special events to aid in the development of community identity.
3. The **Education Committee** shall work with the Southwestern City School District, Columbus Public School District, and any other training facility to ensure high quality educational opportunities for all residents. The Committee shall also review existing area employment and educational opportunities for residents of the area and recommend guidelines for the comprehensive short and long term planning concerning the same.
4. The **Nominating Committee** shall keep a list of potential candidates to recommend to the Commission in case a vacancy occurs.
5. The **Planning & Development Committee** shall review the existing area plan and recommend guidelines for the comprehensive short and long range planning of the Westland Area, including traffic, economic and physical aspects, monitor federal, state and local funding programs that affect the Westland Area; and develop means for citizen participation in planning which affects the Westland Area.
6. **Public Health & Safety Committee** shall monitor and review the adequacy and appropriateness of services provided by the City of Columbus and other public agencies in the Westland Area, including but not limited to: health, housing, natural resources, recreation, safety, and sanitation.

## WAC BY-LAWS 2018

The Committee shall also make recommendations for improvements in existing services.

7. **The Recreation & Parks Committee** shall ensure the provision of adequate recreation and open space for residents of the Westland Area. The Committee shall also make recommendations for improvements in existing facilities and parks, as well as for the addition of new facilities and parks. The Recreation & Parks committee shall also help to preserve the historic character and structures/monuments in the Westland Area.
8. **The Zoning Committee** shall monitor, review and make recommendations on all applications for re-zonings, variances, special permits, and appeals to the Board of Zoning Adjustment and other such matters regarding land-use and properties located within the boundaries of the Westland Area Commission. The Committee shall also negotiate with developers to ensure the most appropriate development.

**Section 8.** Special committees may be established for a specific purpose by the Chairperson, but must be reviewed by WAC every year.

**Section 9.** Individuals other than Commissioners may be appointed to serve on any committees.

**Section 10.** All findings of committees which result in proposed action or resolutions shall be submitted for consideration by the Commission at a regular or special meeting.

**Section 11.** Written dissenting opinions may be filed with the Recording Officer by Commissioners and shall be attached to a Committee's majority report.

## ARTICLE VIII. ELECTION

### SELECTION DATE:

The annual selection for members of the Westland Area Commission shall be held during the month of June, only if the number of petitions exceed the number of open seats.

The commission will make a public announcement on the open positions and how to obtain petitions no later than April 1.

Polling locations and times shall be announced no later than the June full commission meeting.

Candidates for selection to the Commission shall not be members of polling staff in the year in which their names shall appear on the ballot for election.

Each candidate to be placed on ballot must file a nomination petition, completed pursuant to the requirements set forth below, for candidacy with the Committee at least thirty calendar days prior to the selection date.

## WAC BY-LAWS 2018

Candidates in this non-partisan selection are not required to, in fact are encouraged NOT to declare any party affiliation.

**Section 1.** The election day shall be the last Saturday in June, only if the number of petitions exceed the number of open positions. If the number of petitioners do not exceed the open positions then the commissioners may appoint the petitioners by plurality vote at the next regularly scheduled commission meeting for the three year term. All elections, if held, shall be by secret ballot. Elections shall be determined by a plurality vote.

**Section 2.** Any person at least eighteen years old and who resides, works or owns property in the Westland Area shall be an elector. Electors need not be registered with the Franklin County Board of Elections.

**Section 3.** All nominations shall be by a petition as provided in the election rules. All candidates must be qualified to vote for themselves.

**Section 4.** There shall be an Election Board, consisting of up to seven commissioners not currently running for re-election. The Board shall:

- A. Provide for the appointment of necessary election officers.
- B. Devise the necessary forms, arrange for their reproduction and distribution.
- C. Provide the official ballots.
- D. Certify persons as candidates who have qualified.
- E. Hear and decide upon any complaints concerning the election or campaign.
- F. Tally the ballots and certify to the Westland Area Commission the winning candidates and the positions they will hold.
- G. Serve a term of one year, or until their successors are chosen and qualified.

**Section 5.** The Elections Board shall adopt election rules for governing the elections.

- A. Such rules shall be adopted by a majority vote of the Board.
- B. Such rules shall be in conformity with these By-Laws.
- C. Such rules shall not be changed in the thirty days after an election nor in the ninety days before an election.
- D. Any adoption or amendment of the Election Rules shall be presented to the Commission at the beginning of a regular meeting. Should the Commission not disapprove of them by the end of that meeting, they shall take effect.
- E. The Commission may amend the Election Rules without action by the Election Board in the same manner as a By-Law.

**Section 6.** Write-in candidates

- A. Write- in candidates are not permitted

WAC BY-LAWS 2018

**ARTICLE IX. ENDORSEMENTS**

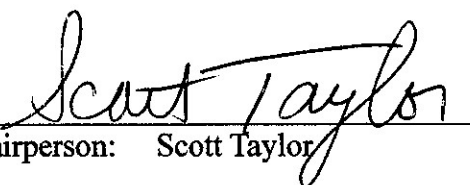
**Section 1.** The Commission may not endorse any individual candidate for public office.

**Section 2.** If the membership desires to support specific issues which would benefit the Westland Area, the Commission may, by vote of the Commissioners present at the meeting and with an affirmative vote of two-thirds of the commissioners voting, decide to publicly support the issue(s). Dissenting voters may request voting results be included within the correspondence indicating the Commission's endorsements of the issue(s). Written dissenting opinions shall also be included.

**ARTICLE X. AMENDMENT OF BY-LAWS**

These by-laws, except as otherwise specified, may be amended at a regular or special meeting of the Commission by an affirmative vote of two-thirds of the commissioners present and voting, providing that the proposed amendment was submitted in writing at the previous regular meeting. In accordance with Chapter 3313 of the Columbus City Code, the approved amendment shall be filed immediately with the City Clerk. Such amendment shall take effect thirty days after publication in the City Bulletin.

I, Scott Taylor, Chairperson of the Westland Area Commission certify the foregoing to be a true and exact copy of the By-Laws of this Commission as adopted by the Westland Area Task force on the second day of November, 1990 and amended on the nineteenth day of June, 1991, and as amended on the twentieth day of October, 1992, and as amended on the seventeenth day of November, 1993, and as amended on the nineteenth day of January 1994, and as amended on the seventeenth day of January 1996, and as amended on the twenty-first day of August 1996, and as amended on the twenty-first day of June 2000, and as amended on the seventeenth day of January 2001, and as amended on the nineteenth day of January, 2011, and as amended on the twentieth of April, 2011, and amended on the 14<sup>th</sup> day of January 2015, and amended on the 18<sup>st</sup> day of April 2018 according to the records in our possession.

  
Chairperson: Scott Taylor

Attest: \_\_\_\_\_  
Recording Officer: Marian Hymer

**From:** Clark, Bryan M.  
**Sent:** Monday, August 27, 2018 11:02 AM  
**To:** Wentzel, Steve J. <[SJWentzel@Columbus.gov](mailto:SJWentzel@Columbus.gov)>  
**Cc:** Gallagher, Jennifer L. <[JLGallagher@columbus.gov](mailto:JLGallagher@columbus.gov)>  
**Subject:** RE: Shared Mobility Devices Rules and Regulations - final version fdw.docx

Director Gallagher –

On behalf of the Office of Mayor Andrew J. Ginther, the mayor certifies that the below referenced rules and regulations are necessary for the immediate preservation of the public peace, health, safety and welfare.

Best regards,

Bryan

Bryan M. Clark, MSEM  
Chief Policy Advisor



Mayor's Office  
90 W. Broad Street, 2<sup>nd</sup> Floor  
Columbus, OH 43215  
**Direct:** 614-645-6992  
**Fax:** 614-724-5818  
<http://www.columbus.gov>

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**From:** Wentzel, Steve J.  
**Sent:** Monday, August 27, 2018 10:48 AM  
**To:** Clark, Bryan M. <[BMClark@columbus.gov](mailto:BMClark@columbus.gov)>  
**Cc:** Gallagher, Jennifer L. <[JLGallagher@columbus.gov](mailto:JLGallagher@columbus.gov)>  
**Subject:** Shared Mobility Devices Rules and Regulations - final version fdw.docx

Bryan,

Here are the latest Rules and Regs.

Steven J. Wentzel  
Department of Public Service  
Assistant Director

---

111 N. Front Street  
Columbus, Ohio 43215  
**Direct:** 614.645.5437  
**Fax:** 614-645-7549  
[www.columbus.gov](http://www.columbus.gov)

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**Cc:** Gallagher, Jennifer L. <[JLGallagher@columbus.gov](mailto:JLGallagher@columbus.gov)>  
**Subject:** RE: Shared Mobility Devices Rules and Regulations - final version fdw.docx

Director Gallagher –

On behalf of the Office of Mayor Andrew J. Ginther, the mayor certifies that the below referenced rules and regulations are necessary for the immediate preservation of the public peace, health, safety and welfare.

Best regards,

Bryan

Bryan M. Clark, MSEM  
Chief Policy Advisor



Mayor's Office  
90 W. Broad Street, 2<sup>nd</sup> Floor  
Columbus, OH 43215  
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**To:** Clark, Bryan M. <[BMClark@columbus.gov](mailto:BMClark@columbus.gov)>  
**Cc:** Gallagher, Jennifer L. <[JLGallagher@columbus.gov](mailto:JLGallagher@columbus.gov)>  
**Subject:** Shared Mobility Devices Rules and Regulations - final version fdw.docx

Bryan,

Here are the latest Rules and Regs.

Steven J. Wentzel  
Department of Public Service  
Assistant Director

---

111 N. Front Street  
Columbus, Ohio 43215  
**Direct:** 614.645.5437  
**Fax:** 614-645-7549  
[www.columbus.gov](http://www.columbus.gov)



**AGENDA  
PROPERTY MAINTENANCE  
APPEALS BOARD  
Monday, September 10, 2018  
1:00 PM - 757 Carolyn Avenue  
Hearing Room**

1.       **Case Number PMA-362**  
          Appellant:       Allan Moore, Sr.  
          Property:       7535 Tayside Drive  
          Inspector:      Chandra Montgomery  
          Accela#:       18440-03661
  
2.       **Case Number PMA-367**  
          Appellant:       Samuel and Debra Hawkins  
          Property:       7549 Tayside Drive  
          Inspector:      Chandra Montgomery  
          Accela#:       18440-04891
  
3.       **Case Number PMA-368**  
          Appellant:       George Ambro  
          Property:       2607 E. 5th Ave  
          Inspector:      Preston Salas  
          Accela#:       18450-02120

**NOTE:** A Sign Language Interpreter, to "Sign" this meeting, will be made available for anyone with a need for this service, provided the Regulations Division is made aware of this need and given a reasonable notice of at least four (4) hours before the scheduled meeting time. To schedule an interpreter, please call Phaedra Nelson at 645-5994 or TDD 645-3293.