

Columbus City Bulletin



Bulletin #52
December 28, 2019

Proceedings of City Council

Saturday, December 28, 2019



SIGNING OF LEGISLATION

(Note: There was no City Council meeting on *Monday, December 23, 2019*; 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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BID OPENING DATE - 12/30/2019 1:00:00PM

RFQ014354 - Defense Medical Examinations and File Reviews

Information for the Defense Medical Examinations and File Reviews RFP can be found here:
<https://columbus.bonfirehub.com/projects/view/21572>

The City of Columbus Department of Human Resources intends to enter into an agreement with a qualified offeror to assist with the Workers' Compensation program by providing defense medical examinations and/or file reviews (DMEs).

- The term of the contract will be from contract finalization until March 31, 2023, with the possibility of two (2) one (1) year renewals. Extension of the contract in years two and three will be subject to approval of City Council and budget appropriations.
- The City averages 1,100 active workers' compensation claims per year, of which approximately 30% are lost time claims.

The City of Columbus' website is <https://www.columbus.gov/>.

BID OPENING DATE - 12/31/2019 12:00:00PM

RFQ014457 - Brentnell Community Center Mirror Replacement - 2019

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Replacement of broken or missing wall mounted mirrors in "multi-purpose room" and "fitness room" at Brentnell Community Center per the attached specifications and summary of work

BID OPENING DATE - 1/7/2020 12:00:00PM

RFQ014461 - Regional Neighborhood Network Conference

The City of Columbus, Ohio Department of Neighborhoods is soliciting proposals through the request for proposals (RFP) process to obtain professional consulting services to assist in the planning, marketing and execution of the 2020 Regional Neighborhood Network Conference (RNNC). The idea for what would become the Regional Neighborhood Network (RNN) was launched in 1986 by the City of Louisville to create a forum where government officials and neighborhood leaders could exchange ideas and learn from each other. The initial cities invited to be part of the RNN were Cincinnati, Columbus, Dayton, Indianapolis, Lexington, Louisville, Memphis, and St. Louis. Over the years, the network has grown to 20+ member cities.

More information can be received and proposals can be submitted at:
<https://columbus.bonfirehub.com/projects/view/22131>

BID OPENING DATE - 1/8/2020 3:00:00PM

RFQ014277 - East Franklinton Phase 1- 650560-100001 & 690236-100084

The City of Columbus is accepting bids for East Franklinton Phase 1 CIP 650560-100001 & 690236-100084, work for which consists of the installation of approximately 2,100 feet of 12" through 30" diameter storm sewer, 31 feet of 15" sanitary sewer, 865 feet of 6" through 8" water line and 1,994 feet of 16" water line in a heavily urbanized setting and other such work as may be necessary to complete the contract, in accordance with the plans CC-17910 & 17-101 and specifications set forth in the Invitation For Bid.

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). Bids are due January 8, 2020, at 3:00 P.M. local time.

SPECIFICATIONS

Drawings and supplemental specifications are available as separate documents at www.bidexpress.com. Drawings and supplemental specifications are contract documents.

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing only to the City of Columbus ATTN: Robert Herr P.E via email at rcherr@columbus.gov prior to 5:00 PM on December 30, 2019 local time.

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BID OPENING DATE - 1/9/2020 11:00:00AM

RFQ014348 - Fleet - John Deere OEM Mower Parts UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract, "Catalog" firm offer for sale option contract(s), to purchase John Deere OEM Mower Parts to be used in repair of City vehicles. The bidder shall submit standard published catalogs and price lists of items provided. The proposed contract will be in effect through April 30, 2022.

1.2 Classification: The contract(s) resulting from this bid proposal will provide an option for the purchase and delivery of John Deere OEM Mower Parts by any agency of the City from the catalogs and price lists provided. Bidders are asked to quote discounts off price list/catalog pricing. Bidders are required to show experience in providing these types of products 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 products 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.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, December 2, 2019. Responses will be posted on the RFQ on Vendor Services no later than Thursday, December 5, 2019 at 11:00 am.

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.

RFQ014357 - Fire Dress and Work Uniforms UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus, Division of Fire, with a Universal Term Contract to purchase both dress and work uniforms for its sworn personnel. It is estimated that eight-hundred fifty-thousand dollars (\$850,000.00) will be spent annually on this contract. The proposed contract will be in effect for a period of three (3) years from the date of execution by the City through November 30, 2022.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 3:30 pm Friday, December 13, 2019. Responses will be posted on the RFQ on Vendor Services no later than Friday, December 20, 2019 at 3:30 pm.

1.4 Pre-Bid Site Visit: A walk-through of the warehouse facility where the Division of Fire, Quarter Master Office, 4252 Groves Road is located. The walk-through is scheduled for Friday, December 6, 2019. Attendance is not required; however, this will be the only opportunity for bidders to view the warehouse facility. See Section 3.2.5 for further information.

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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 and view this bid number.

RFQ014426 - Potassium Permanganate UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with a Universal Term Contract (blanket type) to purchase approximately 30 drums and 20 bulk tons annually of Potassium Permanganate for use as an oxidizing agent for potable water at three City of Columbus Water Plants. The proposed contract will potentially be in effect through March 31, 2023, with an optional one year extension.

1.2 Classification: The successful bidder will provide, deliver and unload approximately thirty (30) drums and twenty (20) bulk tons of Potassium Permanganate. The supplier will also be required to provide specified safety training sessions.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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.

RFQ014430 - Hydrofluosilicic Acid UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with a Universal Term Contract (blanket type) to purchase approximately 850 liquid tons annually of Hydrofluorosilicic Acid for use as a fluoridation agent with potable water at three City of Columbus Water Plants. The proposed contract will potentially be in effect through March 31, 2023, with an optional one year extension.

1.2 Classification: The successful bidder will provide, deliver and unload bulk quantities of Hydrofluorosilicic Acid. The supplier will also be required to provide specified safety training sessions.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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.

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RFQ014436 - Powdered Activated Carbon UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with a Universal Term Contract (blanket type) to purchase approximately 475 tons annually of Powdered Activated Carbon for use as a taste and odor control agent for potable water at two City of Columbus Water Plants. The proposed contract will potentially be in effect through March 31, 2023, with an optional one year extension.

1.2 Classification: The successful bidder will provide, deliver and unload approximately four hundred seventy five (475) bulk tons of Powdered Activated Carbon. The supplier will also be required to provide specified safety training sessions.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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.

BID OPENING DATE - 1/14/2020 2:00:00PM

RFQ014463 - RFP - Columbus Parkland Dedication Ordinance Imp. Plan

City of Columbus Recreation and Parks
Request for Proposals
Columbus Parkland Dedication Ordinance Improvement Plan
Due: Tuesday, January 14, 2020 2:00 p.m. EST

The Columbus Recreation and Parks Department is seeking Requests for Proposals (RFP) for professional services to perform a comprehensive review of the existing Parkland Dedication Ordinance (PDO) and associated impact fees for Columbus, Ohio. Qualified teams or individuals must be able to deliver a full assessment and recommendation of revisions and/or additions to the City's ordinance, including updates to existing language and overall application of the ordinance. The result of this project will provide the Director of Recreation and Parks and Columbus City Council recommended language improvements aimed at increasing open space and parkland in the city. This solicitation will follow Section 329 of the Columbus City Code.

The team shall submit three (3) bound hard copies of their proposal and one (1) PDF submission of the entire proposal via email.

Hard Copies via mail or hand delivery:
Columbus Recreation and Parks Department
1111 East Broad Street
Suite 101---Kathy Spatz

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Columbus, OH 43205
Email: kaspatz@columbus.gov

BID OPENING DATE - 1/16/2020 11:00:00AM

RFQ014417 - Unleaded and Ethanol Fuel UTC

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (blanket type) to purchase approximately 534,000 gallons annually of Unleaded Fuel and 3,500 gallons annually of Ethanol E-85 fuel for delivery at various City of Columbus Fuel Station locations. The term of the proposed contract will be through March 31, 2022.

1.2 Classification: The successful bidder will provide, deliver and unload bulk quantities of Unleaded & E-85 Fuel. Delivery locations require the successful bidder to deliver via both tank wagon and transport. 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 Bidder must submit an outline of its experience and work history in these types of materials for the past five years.

1.2.2 Bidder References: The Bidder shall have documented proven successful contracts from at least four customers that the bidder 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 Monday, January 6, 2020 at 11:00 am. Responses will be posted on the RFQ on Vendor Services no later than Thursday, January 9, 2020 at 11:00 am.

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.

RFQ014442 - Sodium Hypochlorite UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water and Division of Sewerage and Drainage with a Universal Term Contract (blanket type) to purchase approximately one million one hundred five thousand (1,105,000) gallons annually of Sodium Hypochlorite for use in wastewater and water treatment applications. The proposed contract will potentially be in effect through March 31, 2023, with an optional one year extension.

1.2 Classification: The successful bidder will provide, deliver and unload bulk quantities of Sodium Hypochlorite (15% available chlorine by weight – trade percent) to the City of Columbus' Southerly, Jackson Pike, and Dublin Road facilities. It is possible that the City will add an additional facility and additional gallons within the term of this contract. The supplier will also be required to provide specified safety training sessions.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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 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.

RFQ014443 - Soda Ash UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with a Universal Term Contract (blanket type) to purchase approximately 9,100 tons (when primary agent) annually of Soda Ash as a softening agent for potable water at three City of Columbus Water Plants. The proposed contract will potentially be in effect from April 1, 2020 through March 31, 2023, with an optional one year extension.

1.2 Classification: The City will use either Soda Ash or Liquid Caustic Soda as the primary softening agent, depending upon availability and price of each chemical. When not used as the primary softening agent, a far lesser quantity of Soda Ash will be required (approximately 700 tons annually). The successful bidder will provide, deliver and unload bulk quantities of Soda Ash. The supplier will also be required to provide specified safety training sessions.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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.

RFQ014449 - Liquid Caustic Soda UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with a Universal Term Contract (blanket type) to purchase approximately 2,550 liquid tons (when secondary agent) annually of Liquid Caustic Soda for use as a softening agent for potable water at three City of Columbus Water Plants. The proposed contract will potentially be in effect through March 31, 2023, with an optional one year extension.

1.2 Classification: The City currently uses Soda Ash as the primary softening agent. Depending upon availability and price of each chemical, the potential exists for Liquid Caustic Soda to become the primary softening agent during the term of this contract. Should this occur, a far greater quantity of Liquid Caustic Soda will be required (approximately 17,200 tons annually). The successful bidder will provide, deliver and unload bulk quantities of Liquid Caustic Soda. The supplier will also be required to provide specified safety training sessions.

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1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in this type of material 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.

RFQ014460 - Penn Valley Pumps and Pump Parts UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Sewerage and Drainage to solicit formal bids for a Universal Term Contract for the purchase of Penn Valley Pumps and Pump Parts for use by the Jackson Pike Wastewater Treatment Plant. The contract will be in effect to and including December 31, 2022.

1.2 Classification: This bid proposal and the resulting contract will provide for the purchase of 6" Penn Valley Simplex Double Disc Bare Shaft Pump, 4" Penn Valley Simplex Double Disc Bare Shaft Pump and various replacement parts for both pumps as identified, on an as needed basis. Installation requirements will be handled by Sewerage and Drainage Plant personnel. No substitutes will be accepted. Potential bidders will be required to show experience in providing this type of material.

1.3. For additional information concerning this bid, including the entire bid packet and 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.

RFQ014462 - Andritz D5LL Parts and Services UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Sewerage and Drainage to solicit formal bids for a Universal Term Contract (blanket type contract) for the purchase of Andritz D5LL Centrifuge Parts and Services for use by the Jackson Pike Wastewater Treatment Plant. The equipment is used in the sludge dewatering process at the plant. The contract will be in effect to and including March 31, 2022.

1.2 Classification: This successful bidder will provide and deliver Andritz D5LL Centrifuge Parts and Services. Bidders are being asked to quote on the equipment parts listed and service rates on the Proposal pages attached to this bid. Bidders will be required to show experience in providing this type of equipment.

1.2.1 Bidder Experience: The offeror must submit an outline of its experience and work history in providing this type of equipment and services for the past five years.

1.3 For additional information concerning this bid, including the complete bid packet and

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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.

RFQ014464 - Trophies and Awards UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (blanket type) to purchase Trophies and Awards to be used for various City leagues, tournaments and events as needed. The proposed contract will be in effect through March 30, 2023.

1.2 Classification: The successful bidder will provide and deliver trophies and awards to various City agencies. Bidders are asked to quote specific items and 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.

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: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, December 30, 2019. Responses will be posted on the RFQ on Vendor Services no later than Thursday, January 2, 2020 before 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 - 1/17/2020 11:00:00AM

RFQ013706 - Tax Revenue Management System RFP

The City Auditor's Office seeks responses from qualified bidders to propose software, implementation, and professional consulting services for a Tax Revenue Management system. It is envisioned that this single, integrated system will facilitate the filing, collection, management, recording, reporting and analysis of revenue from multiple sources including income tax, hotel/motel taxes, admission taxes, short-term rentals, and other excise taxes. The implementation project and ongoing professional services are expected to modernize the current tax system to have a better constituent experience with online filing, to improve the ability to capture data necessary to automate processes, to perform more insightful analysis and comparison of data and trends, and to increase its efficiency in operations and effectiveness in compliance.

Proposals are being received electronically by the Columbus City Auditor via Bonfire at <https://columbus.bonfirehub.com/projects/view/19868>

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Please download the documents attached at this location for details and instructions on submitting a response for this Request for Proposal.

No Offeror's meeting or pre-bid conference will be held. A Question and Answer period is provided for potential vendors to submit questions to the City in writing and for the city to respond, in writing.

Questions regarding this solicitation must be submitted to the Bonfire portal no later than 9:00 a.m. (ET) on 11/22/2019. City Responses will be posted on the Bonfire portal no later than 11:00 a.m. (EST) on 12/06/2019.

BID OPENING DATE - 1/17/2020 2:00:00PM

RFQ014465 - Door Replacement Thompson Community Center

The City of Columbus is accepting Bids for the Replacement of Exterior Doors at Thompson Community Center, 1189 Dennison Avenue, Columbus, Ohio 43201, the work for which consists of installation of exterior doors and other such work as may be necessary to complete the contract, in accordance with the scope of services set forth in this Invitation For Bid (IFB).

Bids will be received by the City of Columbus, Recreation & Parks Department, Design and Construction until 1/17/2020 at 2:00 pm local time. The bid should be emailed to Keith May at kamay@columbus.gov.

PRE-BID CONFERENCE

The City will be holding a pre-bid conference on 12/30/2019 beginning at 10:00 am local time. Attendance is mandatory for bidding. It will be held at 1189 Dennison Avenue, Columbus, Ohio 43201.

NOTICE TO PROCEED/CONTRACT COMPLETION

The City anticipates issuing a notice to proceed on or about 2/03/2020. All work shall be substantially complete by 5/04/2020.

Questions regarding the IFB should be submitted to Keith May, City of Columbus, Construction Inspection, via email kamay@columbus.gov prior to 1/10/2020 at 2:00 pm local time.

BID OPENING DATE - 1/23/2020 11:00:00AM

RFQ014459 - Conductor, Wire, and Cable 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 conductors, wire, and cable for use on the DOP's electrical distribution system. The proposed contract(s) will be in effect through March 31, 2021.

1.2. CLASSIFICATION

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The successful bidder(s) will provide and deliver conductors, wire, and cable for use in the City's electrical distribution system. Bidders are required to show their experience in providing the materials as detailed in the specification below.

1.2.1. Bidder Experience

The bidder must submit an outline of its experience and work history in this type of equipment for the past three (3) years. The manufacturer shall have at least 10 years of experience in manufacturing electrical conductors, wires, and cables.

1.3. ADDITIONAL INFORMATION

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 - 1/27/2020 1:00:00PM

RFQ014467 - Police

***Please submit proposal and questions to Bonfire Portal (Using Chrome) - <https://columbus.bonfirehub.com/projects/view/13055>

Scope: The City of Columbus, Department of Finance and Management is receiving proposals until 1:00 P.M. local time January 27, 2020, for professional architectural/engineering services for Renovation of the Shepard's Library to be the Police & Fire Joint Wellness Center. Proposals shall be submitted to Bonfire Portal at <https://columbus.bonfirehub.com/projects/view/13055> Hard copies shall not be accepted.

A pre-proposal meeting and facility tour shall be held at 790 North Nelson Rd. Columbus, Ohio 43219 at 1:00 pm on January 13, 2020. Parking is available onsite. Enter through the back east door of the library. Attendance is strongly encouraged:

All questions concerning the RFP shall be sent to Bonfire at <https://columbus.bonfirehub.com/projects/view/13055>. The last day to submit questions is January 20, 2020 at 1pm. Responses will be posted on Bonfire Portal as an addendum. Phone calls will not be accepted.

For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the Bonfire portal at <https://columbus.bonfirehub.com/projects/view/10833>

Public Notices

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

Legislation Number: PN0001-2020

Drafting Date: 12/20/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: North Linden Area Commission Amended Bylaws

Contact Name: Beth Fairman Kinney

Contact Telephone Number: 614-645-5220

Contact Email Address: bfkinney@columbus.gov

See Attachment

Legislation Number: PN0003-2019

Drafting Date: 12/17/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Board of Industrial Relations

Contact Name: William Gaines

Contact Telephone Number: 614-645-5436

Contact Email Address: wgaines@columbus.gov

The Board of Industrial Relations holds regular meetings on the 3rd Monday of each month at 1:30pm in Hearing Room #134, 77 N. Front St., Columbus, OH.

Due to observed holidays, the January meeting will be held on January 28, 2019 at 1:30pm. The February meeting will be held on February 25, 2019 at 1:30pm.

Legislation Number: PN0003-2020

Drafting Date: 12/23/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Rules of the Community Relations Commission

Contact Name: Pedro Mejia

Contact Telephone Number: 614-645-8141

Contact Email Address: PDMejia@columbus.gov

The following changes have been made to the rules of the Community Relations Commission
Rules of the Community Relations Commission

To become America's opportunity city, Columbus must be just and inclusive for all residents. The Department of

Neighborhoods, through the Community Relations Commission (CRC), plays an important role in the promotion of mutual understanding and respect of different communities in Columbus. This work helps to eliminate the effects of current and past discrimination.

Section 1 - Practice and Procedure

a) Scope of Rules

These rules outline how the work of the Community Relations Commission as defined in Chapter 139 and 2331 of the Columbus City Code will be implemented.

b) Amendments

A majority vote by the members of the Commission can be used to amend the rules. Ten business days prior to a vote on a proposed rule change occurring, all CRC members must receive the proposed amendment(s). The amendment shall be distributed to all members in the same manner used for regular meeting materials.

c) Attendance

Commissioners shall notify the Chair of the Commission and the Director of the Department of Neighborhoods when they are unable to attend a Commission meeting. Commission members shall be allowed to miss two regularly scheduled meetings of the full Commission per year. Any Commissioner absent for three regularly scheduled meetings in one year shall be considered to have provided their notice of intent to resign from the Commission. Prior to action being taken to remove a CRC member, any extenuating circumstances shall be considered by the Chair and Director.

d) Regular and Special Meetings

An annual schedule for Commission and Executive Committee meetings shall be established by the Executive Committee each November and posted on the Department of Neighborhoods website. Full Commission meetings shall be held six (6) times annually, and Executive Committee meetings shall be held twelve (12) times annually. Special meetings may be called by the Chair, or at the request of any five members of the Commission. Notice of a special meeting shall be given to each member at least seventy-two (72) hours before the time of the meeting. The manner of delivery shall be the same used to distribute regular meeting materials.

e) Quorum and Voting

Quorum shall be reached when fifty (50) percent plus one (1) Commission members or Executive Committee members who have been confirmed by City Council at the time of a meeting are present. A majority vote of the members present at any such meeting in which a quorum exists shall be required to pass any motion. Members must be present at the meeting to vote. Voting by proxy or by electronic means is prohibited.

f) Conflict of Interest

In the case when a member of the Community Relations Commission has a conflict of interest, they are expected to disclose the conflict to the Commission Chair and/or Director of the Department of Neighborhoods and exclude themselves from any further engagement on the matter.

g) Commission Minutes and Records

Records of the Community Relations Commission shall be maintained in accordance with the Department of Neighborhoods' approved records retention schedule. The Director of the Department of Neighborhoods, or her/his designee, shall prepare minutes of all meetings and shall provide a copy to all members of the Commission.

Section 2 - Organization

a) Membership of the Commission

The Commission shall comprise of twenty-three (23) members appointed by the Mayor and approved by City Council. In addition, there shall be five (5) ex-officio members who represent City elected officials and Department Directors as outlined in Chapter 139 of the Columbus City Codes. The Commission shall strive to be representative

of the diverse communities found in Columbus.

b) Expectations of Membership

The Commission shall establish by majority vote expectations for all members regarding meeting attendance and participation in Commission activities. All members are expected to acknowledge and adhere to the policy that is established.

c) Commission Officers and Executive Committee

The Commission, at its regular meeting in November of every other year, shall elect a Chair, Vice Chair, and five (5) additional members to serve on the Executive Committee to begin on January 1 of the following year. Executive Committee members are to serve a term of two (2) years. The Chair shall preside over all meetings of the Commission and Executive Committee and shall decide all points of procedure pursuant to Roberts' Rules of Order. In the absence of the Chair, the Vice Chair shall preside over Commission and Executive Committee meetings.

d) Executive Committee

The Executive Committee shall conduct Commission business between regular meetings. All actions of the Executive Committee shall be subject to review by the Commission.

e) Committees of the Commission

In addition to the Executive Committee, the Commission may establish, by a vote of a majority of the Commission, official committees for the purpose of aiding in the discharge of its duties. The activities of all committees shall be subject to the direction and control of the Commission. The chair of every Committee shall be appointed by the Chair of the Commission and subject to the approval of the Commission for a term of one (1) year. Membership of a Committee shall be coordinated and maintained by the Chair of the Committee.

Section 3 - Complaints of Discrimination

a) Definitions

Definitions of all terms included in investigatory procedures shall be found in section 2331.01 of the Columbus City Code.

b) Processing Complaints of Discrimination

A complaint of discrimination that is submitted to the CRC may be accepted if it meets the following requirements:

- Occurred within the geographical limits of the City of Columbus
- Occurred within the past six months
- Occurred on the basis of a protected class and within the area(s) of employment, public accommodation, or housing
- For allegations related to employment, the employer must have at least four or more employees

Complaints will be referred to other governmental agencies in instances where another agency has the primary jurisdiction for a matter. Referrals may also be made if the type of relief sought by a complainant is only possible through another governmental agency. A record of all complaints received will be maintained by the Community Relations Commission.

Complaints may be filed electronically through the Department of Neighborhoods' website, or by paper. The intake form will be made available for download online or may be picked up at the Department of Neighborhoods' administrative office. Completed paper forms can be mailed in or dropped off at the Department of Neighborhoods' administrative office.

Forms will be made available in English, Somali, and Spanish, and may be made available in other languages upon request.

When a complaint is submitted, a staff person who is assigned to accept complaints will perform an initial inspection to confirm that all requirements to accept a complaint have been fulfilled.

If more information is required to determine if a complaint can be accepted, a staff person will immediately contact the complainant for more information.

If a complaint does not meet the requirements a staff person will contact the complainant to inform the complainant that the complaint cannot be accepted. When possible, a staff person will also offer to identify a referral to another agency.

It is the responsibility of the complainant to notify and update the CRC on any changes to information on the complaint form. This includes phone number, address, email, and any other details that emerge regarding the complaint.

If the CRC has attempted to contact the complainant, and the CRC has not received a response for a period of sixty (60) days, the CRC may dismiss the complaint.

The Commission shall strive to resolve, dismiss, or refer for prosecution complaints within six (6) months of receipt of the complaint. If at six (6) months after the date of receipt a complaint is not resolved, dismissed, or referred for prosecution, the CRC shall notify the complainant of the current status of their complaint and when possible, provide information on other organizations that may accept the complaint.

The Commission will maintain records of all complaints filed in accordance with the Department of Neighborhoods' records retention schedule.

In instances when the Commission votes to dismiss a complaint, they may also direct a CRC investigator to make note of specific issues or facts so that they can be referenced in the future. This information is intended to aid investigation of similar complaints and or identify community education opportunities.

c) Investigatory Procedure

1. When a complaint is accepted, and the investigator deems it appropriate, the CRC will notify the complainant and respondent with a notice of opportunity for voluntary mediation. This mediation is to be accepted within 14 days of the sending the notice.
 - a. If mediation is accepted by both parties, a date and time will be set no more than 30 days after the offer of mediation is accepted.
 - i. If mediation results in terms agreeable to both parties, and the CRC is satisfied that any potential discriminatory practice will be eliminated, the CRC will notify the parties via certified mail that it has dismissed the complaint.
 - b. If the complaint is not able to be resolved by mediation, and the complainant so chooses, a formal investigation will begin.
 - c. If at any point in the formal investigation the CRC is satisfied that any potential discriminatory practice has been eliminated, the CRC shall dismiss the complaint. Also at any point in the process based on the facts of a complaint, the Commission may vote to refer a case to the City Attorney's office for potential prosecution.
2. During the formal investigation, an investigator will engage in a period of fact finding, which includes obtaining more information from both the complainant and respondent as needed to produce a determination of probable cause.
 - a. Upon initiation of a formal investigation, the investigator shall notify the respondent of the complaint and in which a response must be return within 14 days.
 - b. The investigator will evaluate the statement of the complainant to determine if more information is needed to produce a determination of probable cause.

- c. If more information is needed to produce a determination of probable cause from either the complainant or respondent, the investigator may engage in fact finding methods that may include but not be limited to on site interviews, review of documents, telephone interviews, and/or the issuance of a subpoena.
3. Weighing all probative facts, the CRC investigator shall produce a determination of either probable cause or no probable cause in relation to the complaint of discrimination. This determination shall be presented to the full Commission and the Commission may adopt the recommendation and proceed to move forward as it deems necessary.
 - a. If the CRC determines that it is not probable that discrimination has occurred, the CRC shall dismiss the complaint and notify all parties by certified mail.
 - b. If the CRC determines that it is probable that unlawful discriminatory practices have been or are being engaged in, the CRC shall attempt to resolve the complaint through conciliation and or referral to the City Attorney's office for potential prosecution.
 - c. For conciliation, a date for a session of conciliation will be set no more than 30 days after the vote of the CRC and the notice of conciliation will be issued to the respondent.
 - i. If conciliation results in terms agreeable to both parties, and the CRC is satisfied that any potential discriminatory practice will be eliminated, the CRC shall notify the parties via certified mail that it has dismissed the complaint.
 - ii. If the complaint is not able to be resolved by conciliation, the CRC shall issue and cause to be served upon the respondent a notice of an investigative hearing before the CRC at a time and place to be held not less than ten (10) days after the service of such notice and stating the charges specified in the original charge.
4. If the investigative hearing produces the finding that it is not probable that unlawful discriminatory action has been or is being engaged in, the CRC shall state its finding of facts and notify the parties via certified mail that it has dismissed the complaint.
5. If the investigative hearing produces the finding that it is probable that unlawful discriminatory action has been or is being engaged in, the CRC shall offer a final opportunity to informally eliminate such practices before a referral of the complaint to the City Attorney for prosecution.
6. The CRC investigator shall consult with the City Attorney's Office and Commission Members as appropriate to advance the timely investigation and resolution of a complaint.

Complaints will be referred to other governmental agencies in cases where another agency has the primary jurisdiction for a matter. Referrals may also be made if the type of relief sought by a complainant is only possible through another governmental agency. A record of all complaints received will be maintained by the Community Relations Commission.

Complaints may be filed electronically through the Department of Neighborhoods' website, or by paper. The intake form will be made available for download online or may be picked up at the Department of Neighborhoods' administrative office. Completed paper forms can be mailed in or dropped off at the Department of Neighborhoods' administrative office.

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The Commission shall strive to resolve, dismiss, or refer for prosecution complaints within six (6) months of receipt of the complaint. If at six (6) months after the date of receipt a complaint is not resolved, dismissed, or referred for prosecution, the CRC shall notify the complainant of the current status of their complaint and when possible, provide information on other organizations that may accept the complaint.

The Commission will maintain records of all complaints filed in accordance with the Department of Neighborhoods' records retention schedule.

In instances when the Commission votes to dismiss a complaint, they may also direct a CRC investigator to make note of specific issues or facts so that they can be referenced in the future. This information is intended to aid investigation of similar complaints and or identify community education opportunities.

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 - c. If at any point in the formal investigation the CRC is satisfied that any potential discriminatory practice has been eliminated, the CRC may dismiss the complaint. Also at any point in the process based on the facts of a case, the Commission may vote to refer a case to the City Attorney's office for potential prosecution.
2. During the formal investigation, an investigator will engage in a period of fact finding, which includes obtaining more information from both the complainant and respondent as needed to produce a determination of probable cause.
 - a. Upon initiation of a formal investigation, the investigator shall notify the respondent of the complaint and in which a response must be return within 14 days.
 - b. The investigator will evaluate the statement of the complainant to determine if more information is needed to produce a determination of probable cause.
 - c. If more information is needed to produce a determination of probable cause from either the complainant or respondent, the investigator may engage in fact finding methods that may include but not be limited to on site interviews, review of documents, telephone interviews, and/or the issuance of a subpoena.
3. Weighing all probative facts, the CRC investigator shall produce a determination of either probable cause or no probable cause in relation to the complaint of discrimination. This determination shall be presented to the

full Commission and the Commission may adopt the recommendation and proceed to move forward as it deems necessary.

- a. If the CRC determines that it is not probable that discrimination has occurred, the CRC may dismiss the complaint and notify all parties by certified mail.
 - b. If the CRC determines that it is probable that unlawful discriminatory practices have been or are being engaged in, the CRC may attempt to resolve the complaint through conciliation and or referral to the City Attorney's office for potential prosecution.
 - c. For conciliation, a date for a session of conciliation will be set no more than 30 days after the vote of the CRC and the notice of conciliation will be issued to the respondent.
 - i. If conciliation results in terms agreeable to both parties, and the CRC is satisfied that any potential discriminatory practice will be eliminated, the CRC will notify the parties via certified mail that it has dismissed the complaint.
 - ii. If the complaint is not able to be resolved by conciliation, the CRC shall issue and cause to be served upon the respondent a notice of an investigative hearing before the CRC at a time and place to be held not less than ten (10) days after the service of such notice and stating the charges specified in the original charge.
4. If the investigative hearing produces the finding that it is not probable that unlawful discriminatory action has been or is being engaged in, the CRC shall state its finding of facts and notify the parties via certified mail that it has dismissed the complaint.
 5. If the investigative hearing produces the finding that it is probable that unlawful discriminatory action has been or is being engaged in, the CRC shall offer a final opportunity to informally eliminate such practices before a referral of the complaint to the City Attorney for prosecution.
 6. The CRC investigator shall consult with the City Attorney's Office and Commission Members as appropriate to advance the timely investigation and resolution of a complaint.

Legislation Number: PN0004-2020

Drafting Date: 12/23/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Community Relations Meeting Schedule 2020

Contact Name: Pedro Mejia

Contact Telephone Number: 614-645-8141

Contact Email Address: pdmejia@columbus.gov

The Columbus Community Relations Commission will be meeting at the following times in 2020:

Thursday, January 23, 2020, 9:00 a.m. - 10:00 a.m.

Thursday, March 26, 2020, 9:00 a.m. - 10:00 a.m.

Thursday, May 14, 2020, 9:00 a.m. - 10:00 a.m.

Thursday, July 23, 2020, 9:00 a.m. - 10:00 a.m.

Thursday, September 24, 2020, 9:00 a.m. - 10:00 a.m.

Thursday, November 19, 2019 9:00 a.m. - 10:00 a.m. Full meeting followed by retreat.

All meetings will be held at the Jerry Hammond Center, 1111 East Broad Street, Columbus, Ohio 43205. Please check in at the security desk at the Broad Street entrance for room location. Bring a photo identification for security purposes. Any changes to meeting times, dates or location will be published in the city bulletin.

Legislation Number: PN0005-2020

Drafting Date: 12/24/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: Development Commission Zoning Meeting Agenda - January 9, 2020

Contact Name: Hayley Feightner

Contact Telephone Number: (614) 645-3526

Contact Email Address: hefeightner@columbus.gov

**AGENDA
DEVELOPMENT COMMISSION
ZONING MEETING
CITY OF COLUMBUS, OHIO
JANUARY 9, 2020**

The Development Commission of the City of Columbus will hold a public hearing on the following zoning applications on **Thursday, January 9, 2020**, 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 P.M. AGENDA:

1. APPLICATION: Z19-079

Location: 1420 S. 4TH ST. (43207), being 0.10± acres located at the northeast corner of South Fourth Street and East Jenkins Avenue (010-041001; Columbus Southside Area Commission).

Existing Zoning: C-4, Commercial District.

Request: R-2F, Residential District (H-35).

Proposed Use: Single-unit dwelling.

Applicant(s): Brenda Parker; 415 North Front Street; Columbus, OH 43215.

Property Owner(s): Thomas Kerekanich & Timothy Sante; 113 East Mithoff Street; Columbus, OH 43206.

Planner: Tim Dietrich; 614-645-6665; tedietrich@columbus.gov

2. APPLICATION: Z19-066

Location: 50 HOSACK ST. (43207), being 0.96± acres located on the north side of Hosack Street, 360± feet east of South High Street (010-033320 and 3 others; Columbus Southside Area Commission).

Existing Zoning: R-3, Residential District.

Request: L-C-4, Limited Commercial and R-2-F, Residential Districts (H-35).

Proposed Use: Automotive repair and residential use.

Applicant(s): Matthew Schirtzinger; c/o Donald Plank, Atty.; 411 East Town Street, Second Floor; Columbus, OH 43215.

Property Owner(s): A. Kathryn Schirtzinger, Trustee of the Robert L. Schirtzinger Trust; 2272 Canterbury Road; Columbus, OH 43221.

Planner: Kelsey Priebe; 614-645-1341; krpriebe@columbus.gov

3. APPLICATION: Z19-048

Location: 750 E. BROAD ST. (43205), being 1.03± acres located at the northeast corner of East Broad Street and Hamilton Park (010-044984 & 2 others; Near East Area Commission).

Existing Zoning: CPD, Commercial Planned Development District.

Request: AR-O, Apartment Residential District (H-60).

Proposed Use: Multi-unit residential development.

Applicant(s): Attainable Luxury, LLC; c/o Brian Higgins; 1310 Dublin Road; Columbus, OH 43215.

Property Owner(s): The applicant.

Planner: Michael Maret; 614-645-2749; mjmaret@columbus.gov

****Postponed****

4. APPLICATION: Z19-073

Location: 1233 E. MAIN ST. (43205), being 0.29± acres located on the south side of East Main Street, 100± feet east of Wilson Avenue (010-004143; Near East Area Commission).

Existing Zoning: C-4, Commercial District.

Request: R-4, Residential District (H-35).

Proposed Use: Four-unit dwelling.

Applicant(s): Stephanie Hayward; 405 North Front Street; Columbus, OH 43215.

Property Owner(s): Olde Towne East Main 1233 LLC; P.O. Box 247; Galloway, OH 43119.

Planner: Kelsey Priebe; 614-645-1341; krpriebe@columbus.gov

5. APPLICATION: Z18-075

Location: 3035 STELZER ROAD (43219), being 3.98± acres located on the west side of Stelzer Road, 400± feet north of McCutcheon Road (010-100685; Northeast Area Commission).

Existing Zoning: R-1, Residential District.

Request: CPD, Commercial Planned Developed District (H-60 and H-35).

Proposed Use: Hotel and commercial development.

Applicant(s): Easton Lodging, 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.

Property Owner(s): West Ohio Conference of the United Methodist Church; c/o William Brownson; 32 Wesley Boulevard; Worthington, OH 43085.

Planner: Tim Dietrich; 614-645-6665; tedietrich@columbus.gov

6. APPLICATION: Z19-075

Location: 2565 LOCKBOURNE RD. (43207), being 6.28± acres located on the west side of Lockbourne Road, 850± feet south of State Route 104 (010-112094 & 010-112364; Far South Columbus Area Commission).

Existing Zoning: L-M-2, Limited Manufacturing District.

Request: L-AR-1, Limited Apartment Residential District (H-35).

Proposed Use: Multi-unit residential development.

Applicant(s): Community Housing Network; c/o Dave Perry, Agent; David Perry Company, Inc.; 411 East Town Street, 1st Floor; Columbus, OH 43215; and Donald Plank, Atty.; 411 East Town Street, 2nd Floor; Columbus, OH 43215.

Property Owner(s): 2561 Lockbourne Property, LLC, c/o Sean Mirfendereski; 30 Orange Hill Circle; Chagrin Falls, OH 44022.

Planner: Tim Dietrich; 614-645-6665; tedietrich@columbus.gov

7. APPLICATION: Z19-043

Location: 198 MCNAUGHTEN RD. (43213), being 14.8± acres located on the east side of McNaughten Road, 1,425± feet south of East Broad Street (267-298175 and 550-146751; Far East Area Commission).

Existing Zoning: R, Rural District.

Request: L- ARLD, Limited Apartment Residential Development District (H-35).

Proposed Use: Residential development.

Applicant(s): Fatih Gunal; c/o Michael Shannon, Atty.; 8000 Walton Parkway, Suite 260; New Albany, OH 43054.

Property Owner(s): Bonnie J. Miller Trust; 4018 Riverview Drive; Columbus, OH 43221.

Planner: Kelsey Priebe; 614-645-1341; krpriebe@columbus.gov

Legislation Number: PN0006-2020

Drafting Date: 12/24/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Public Notice
Type:

Notice/Advertisement Title: Communications122519

Contact Name: Aparna Donthi

Contact Telephone Number: 645-3377

Contact Email Address: ardonthi@columbus.gov

THE CITY CLERK'S OFFICE RECEIVED THE FOLLOWING COMMUNICATIONS AS OF WEDNESDAY, DECEMBER 25, 2019:

Transfer Type: D5, D6
To: Shots and Slices LLC
1st Fl & Bsmt & Patio
554 E Whittier St
Columbus OH 43206
From: 7 Pool & Beer LLC
1st Fl & Bsmt & Patio
554 E Whittier St
Columbus OH 43206
Permit# 5857254

Transfer Type: D1, D2, D3, D3A, D6
To: Local Cantina Rossi LLC
DBA Rossi
893-95 N High St 1st Fl Only
Columbus Ohio 43215
From: Price Avenue Group Ltd
893-95 N High St 1st Fl Only
Columbus Ohio 43215
Permit# 5241154

Transfer Type: C1, C2, D6, D8
To: Stars On Henderson Inc
1920 W Henderson Rd
Columbus Ohio 43220
From: Fresh Market Inc
DBA Fresh Market of Ohio
1920 W Henderson Rd
Columbus Ohio 43220
Permit# 8515458

Transfer Type: D5, D6
To: Aftermath Grill and Sports Bar LLC
6068 Channingway Blvd
Columbus Ohio 43232
From: Rosebuds of Columbus LLC
DBA The Idle A While Bar
6068 Channingway Blvd
Columbus Ohio 43232
Permit# 0073197

Advertise Date: 12/28/19

Return Date: 1/7/20

Legislation Number: PN0009-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Brewery District Commission 2019 Meeting Schedule

Contact Name: Cristin Moody

Contact Telephone Number: (614) 645-8040

Contact Email Address: camoody@columbus.gov

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 #313) 12:00p.m.	Hearing Date (111 N. Front St. Hearing Rm. #204) 6:00p.m.
December 20, 2018	December 27, 2018	January 3, 2019
January 24, 2019	January 31, 2019	February 7, 2019
February 21, 2019	February 28, 2019	March 7, 2019
March 21, 2019	March 28, 2019	April 4, 2019
April 18, 2019	April 25, 2019	May 2, 2019
May 23, 2019	May 30, 2019	June 6, 2019
June 20, 2019	June 27, 2019	July 11, 2019 * (Rm 205)
July 18, 2019	July 25, 2019	August 1, 2019
August 22, 2019	August 29, 2019	September 5, 2019
September 19, 2019	September 26, 2019	October 3, 2019
October 24, 2019	October 31, 2019	November 7, 2019
November 21, 2019	November 26, 2019 (Rm 312)	December 5, 2019
December 19, 2019	December 26, 2019	January 2, 2020

* Date change due to Holiday

**Any drop-off or pickup of materials for the Historic Preservation and Planning Division are to be brought to the Building & Zoning Services Department Customer Service counter on the ground level by 4:00pm.

Mail Completed Applications to:

City of Columbus
Historic Preservation Office
111 N. Front Street, 3rd Floor
Columbus OH 43215

Legislation Number: PN0011-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: German Village Commission 2019 Meeting Schedule

Contact Name: Corinne Jones

Contact Telephone Number: (614) 645-8654

Contact Email Address: cfjones@columbus.gov <<mailto:cfjones@columbus.gov>>

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., 1st Fl. Rm.204) BZS Counter**)	Business Meeting Date (111 N. Front St., 3rd Fl. Rm. 313)	Hearing Date (111 N. Front St., 2nd Fl.)
December 18, 2018	*Thursday, December 27, 2018	*Wednesday, January 2, 2019
January 22, 2019	(Room 312) January 29, 2019	February 5, 2019
February 19, 2019	February 26, 2019	March 5, 2019 (Room 205)
March 19, 2019	March 26, 2019	April 2, 2019
April 23, 2019	April 30, 2019	May 7, 2019
May 21, 2019	May 28, 2019	June 4, 2019
June 18, 2019	June 25, 2019	July 2, 2019
July 23, 2019	July 30, 2019	August 6, 2019
August 20, 2019	August 27, 2019	September 3, 2019
September 17, 2019	September 24, 2019	October 1, 2019
October 22, 2019	October 29, 2019	November 5, 2019
November 19, 2019	November 26, 2019	December 3, 2019
*Monday, December 23, 2019	No Business Meeting	January 7, 2020

*** Date change due to Holiday**

**Any drop-off or pickup of materials for the Historic Preservation and Planning Division are to be brought to the Building & Zoning Services Department Customer Service counter on the ground level by 4:00pm.

Mail Completed Applications to:

City of Columbus
Historic Preservation Office

111 N. Front Street, 3rd Floor
Columbus OH 43215

Legislation Number: PN0012-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: UPDATED Historic Resource Commission 2019 Meeting Schedule **REVISED TIME**

Contact Name: Connie Torbeck

Contact Telephone Number: (614) 645-0664

Contact Email Address: cltorbeck@columbus.gov

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 313) 12:00p.m.	Hearing Date (111 N. Front St. Hearing earing HRm. 204) 4:00p.m.
April 4, 2019	April 11, 2019	April 18, 2019
May 2, 2019	May 9, 2019	May 16, 2019
June 6, 2019	June 13, 2019	June 20, 2019
*Wednesday, July 3, 2019	July 11, 2019	July 18, 2019
August 1, 2019	August 8, 2019	August 15, 2019
September 5, 2019	September 12, 2019	September 19, 2019
October 3, 2019	October 10, 2019	October 17, 2019
November 7, 2019	November 14, 2019	November 21, 2019
December 5, 2019	December 12, 2019	December 19, 2019
January 2, 2020	January 9, 2020	January 16, 2020

***Deadline is 12:00pm** due to Holiday schedule

****Any drop-off or pickup of materials for the Historic Preservation and Planning Division are to be brought to the Building & Zoning Services Department Customer Service counter on the ground level by 4:00pm.**

Mail Completed Applications to:

City of Columbus
Historic Preservation Office
111 N. Front Street, 3rd Floor
Columbus OH 43215

Legislation Number: PN0013-2019

Drafting Date: 12/26/2018

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Public Notice

Type:

Notice/Advertisement Title: **UPDATED** Italian Village Commission 2019 Meeting Schedule REVISED DATES/TIME

Contact Name: James Goodman

Contact Telephone Number: (614) 645-7920

Contact Email Address: jagoodman@columbus.gov

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 313)
12:00p.m.

Hearing Date
(111 N. Front St. Hearing Rm. 204)
4:00p.m.

March 26, 2019

April 2, 2019

April 9, 2019

April 30, 2019

May 7, 2019

May 14, 2019

May 28, 2019

June 4, 2019

June 11, 2019

June 25, 2019

July 2, 2019

July 9, 2019

July 30, 2019

August 6, 2019

August 13, 2019

August 27, 2019

September 3, 2019

September 10, 2019

September 24, 2019

October 1, 2019

October 8, 2019

October 29, 2019

November 5, 2019

November 12, 2019

November 26, 2019

December 3, 2019

December 10, 2019

December 30, 2019

January 7, 2020

January 14, 2020

*Room location subject to change. Contact staff member

**Any drop-off or pickup of materials for the Historic Preservation and Planning Division are to be brought to the Building & Zoning Services Department Customer Service counter on the ground level by 4:00pm.

Mail Completed Applications to:

City of Columbus
Historic Preservation Office
111 N. Front Street, 3rd Floor

Legislation Number: PN0014-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Victorian Village Commission 2019 Meeting Schedule

Contact Name: Cristin Moody

Contact Telephone Number: (614) 645-8040

Contact Email Address: camoody@columbus.gov

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. #313) 12:00p.m.	Hearing Date (111 N. Front St., Hearing Rm 204) 6:00p.m.
December 26, 2018	January 2, 2019	January 9, 2019
January 30, 2019	February 6, 2019	February 13, 2019
February 27, 2019	March 6, 2019	March 13, 2019
March 27, 2019	April 3, 2019	April 10, 2019
April 24, 2019	May 1, 2019 May 8, 2019	
May 29, 2019	June 5, 2019 June 12, 2019	
June 26, 2019	July 3, 2019 July 10, 2019	
July 31, 2019	August 7, 2019	August 14, 2019
August 28, 2019	September 4, 2019	September 11, 2019
September 25, 2019	October 2, 2019	October 9, 2019
October 30, 2019	November 6, 2019	November 13, 2019
November 27, 2019	December 4, 2019	December 11, 2019
*Thursday, December 26, 2019	*Thursday, January 2, 2020	January 8, 2020

* Date change due to Holiday

**Any drop-off or pickup of materials for the Historic Preservation and Planning Division are to be brought to the Building & Zoning Services Department Customer Service counter on the ground level by 4:00pm.

Mail Completed Applications to:

City of Columbus
Historic Preservation Office
111 N. Front Street, 3rd Floor
Columbus OH 43215

Legislation Number: PN0015-2015

Drafting Date: 1/27/2015

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

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

Legislation Number: PN0015-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Big Darby Accord Advisory Panel 2019 Schedule

Contact Name: Marc Rostan

Contact Telephone Number: (614) 645-8791

Contact Email Address: mjrostan@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
(111 N. Front St.
@ BZS Counter 1st fl.)

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

December 11, 2018
January 15, 2019
February 12, 2019
March 12, 2019
April 16, 2019
May 14, 2019
June 11, 2019
July 16, 2019
August 13, 2019
September 10, 2019
October 15, 2019
November 12, 2019

January 8, 2019
February 12, 2019
March 12, 2019
April 9, 2019
May 14, 2019
June 11, 2019
July 9, 2019
August 13, 2019
September 10, 2019
October 8, 2019
November 12, 2019
December 10, 2019

Applications should be dropped off by **4:00pm** on deadline day.

NOTE:

You may also check the Commission webpage for information.

Legislation Number: PN0016-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Columbus Art Commission 2019 Meeting Schedule

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., 1st Fl. (@BZS Counter)	111 N. Front St., Rm. 203* 5:30pm

January 4, 2019	January 22, 2019
February 1, 2019	February 26, 2019
March 1, 2019	March 26, 2019
April 5, 2019	April 23, 2019
May 3, 2019	May 28, 2019
June 7, 2019	June 25, 2019
July 12, 2019	July 23, 2019
--	NO AUGUST Meeting
September 6, 2019	September 24, 2019
October 4, 2019	October 22, 2019
November 1, 2019	November 19, 2019**
December 6, 2019	December 17, 2019 **

*Room is subject to change

**Holiday Schedule

Legislation Number: PN0017-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Downtown Commission 2019 Meeting Schedule

Contact Name: Daniel Thomas

Contact Telephone Number: 614-645-8404

Contact Email Address: djthomas@columbus.gov

DROP OFF:

111 N. Front St., @BZS Counter

Regular Meeting

111 N. Front St.

Hearing Room #204

8:30am - 11:00am

January 22, 2019

February 26, 2019

March 26, 2019

April 23, 2019

May 28, 2019

June 25, 2019

July 23, 2019

August 27, 2019

September 24, 2019

October 22, 2019

Wednesday, November 20, 2019*

Wednesday, December 18, 2019*

***Holiday schedule**

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.

Legislation Number: PN0018-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter: Public Notice

Type:

Notice/Advertisement Title: East Franklinton Review Board 2019 Meeting Schedule

Contact Name: Belkis Schoenhals

Contact Telephone Number: (614) 645-6096

Contact Email Address: beschoenhals@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* (111 N. Front St. @BZS Counter 1st fl.)	Business Meeting** (111 N. Front St., Rm #312) 12:00pm	Regular Meeting** (111 N. Front St. Rm. #203) 3:00pm
January 2, 2019	January 8, 2019	January 15, 2019
February 5, 2019	February 12, 2019	February 19, 2019
March 5, 2019	March 12, 2019	March 19, 2019
April 2, 2019	April 9, 2019	April 16, 2019
May 7, 2019	May 14, 2019	May 21, 2019
June 4, 2019	June 11, 2019	June 18, 2019
July 2, 2019	July 9, 2019	July 16, 2019
August 6, 2019	August 13, 2019	August 20, 2019
September 3, 2019	September 10, 2019	September 17, 2019
October 1, 2019	October 8, 2019	October 15, 2019
November 5, 2019	November 12, 2019	November 19, 2019
December 3, 2019	December 10, 2019	December 17, 2019

*Applications should be submitted by 4:00pm on deadline day
Electronic submission via email preferred

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

Legislation Number: PN0019-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Land Review Commission 2019 Schedule

Contact Name: Mark Lundine

Contact Telephone Number: 614-645-1693

Contact Email Address: malundine@columbus.gov

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

111 N. Front St.
Room # 203
9:00am

January 17, 2019

February 21, 2019
 March 21, 2019
 April 18, 2019
 May 16, 2019
 June 20, 2019
 July 18, 2019
 August 15, 2019
 September 19, 2019
 October 17, 2019
 November 21, 2019
 December 19, 2019

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.

Legislation Number: PN0020-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Rocky Fork-Blacklick Accord 2019 Meeting Schedule

Contact Name: Marc Rostan

Contact Telephone Number: (614) 645-8791

Contact Email Address: mjrostan@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.

<p>Application Deadline (111 N. Front St., @BZS Counter, 1st fl.)</p>	<p>Hearing Dates New Albany Village Hall 99 W. Main St. New Albany, OH 43054 6:00pm</p>
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December 20, 2018	January 17, 2019
January 24, 2019	February 21, 2019
February 21, 2019	March 21, 2019
March 21, 2019	April 18, 2019
April 18, 2019	May 16, 2019
May 23, 2019	June 20, 2019
June 20, 2019	July 18, 2019
July 18, 2019	August 15, 2019

August 22, 2019	September 19, 2019
September 19, 2019	October 17, 2019
October 24, 2019	November 21, 2019
November 21, 2019	December 19, 2019

Applications should be submitted by **4:00pm** on deadline day to:

NOTE:

You may also check the Commission webpage for information.

Legislation Number: PN0021-2019

Drafting Date: 12/26/2018

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: University Impact District Review Board 2019 Meeting Schedule

Contact Name: Luis Teba

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

Contact Email Address: lfteba@columbus.gov

Date of Submittal (111 N. Front St. @ BZS Counter 1st fl.)	Date of Meeting 111 N. Front St., Hearing Rm #204 4:00pm
--	--

January 10, 2019	January 24, 2019
February 14, 2019	February 28, 2019
March 14, 2019	March 28, 2019
April 11, 2019	April 25, 2019
May 9, 2019	May 23, 2019
June 13, 2019	June 27, 2019
July 11, 2019	July 25, 2019
August 8, 2019	August 22, 2019
September 12, 2019	September 26, 2019
October 10, 2019	October 24, 2019
November 7, 2019	November 21, 2019* (Rm 205)
December 5, 2019	December 19, 2019* (Rm 205)

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.

*Dates/room changed due to Holidays

Legislation Number: PN0081-2019

Drafting Date: 2/13/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Civil Service Commission Public Notice

Contact Name: Wendy Brinnon

Contact Telephone Number: (614) 645-7531

Contact Email Address: wbrinnon@columbus.gov

OFFICIAL NOTICE

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 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.

Legislation Number: PN0263-2019

Drafting Date: 8/19/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: University Area Commission Updated By Laws

Contact Name: Katherine Cull

Contact Telephone Number: 614-724-1900

Contact Email Address: KHcull@columbus.gov

see attached

Legislation Number: PN0264-2019

Drafting Date: 8/19/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Mideast Area Commission Meeting Schedule

Contact Name: Lynne LaCour

Contact Telephone Number: 614-724-0100

Contact Email Address: ldlacour@columbus.gov

Mideast Area Commission
Meeting Schedule

2019

September 17th * Christ United Methodist Church
1480 Zettler Rd. 6:30-8 pm

Topics:

- Commission Election Selection
- Commission Budget

October 15th *Driving Park Library,1422 E. Livingston Ave. 6-8 pm

Topic:

Technology - Commissioner /Community Communications

- Website - Facebook - Google Docs

November 19th * Christ United Methodist Church

1480 Zettler Rd. 6:30-8 pm

Topics:

- Welcome New Commissioners
- Mission & Vision Statement Development

December 17th Christ United Methodist Church

1480 Zettler Rd. 6:30-8 pm

Topic: State of the Commission

2020

Location: Christ United Methodist Church, 1480 Zettler Rd. 6:30- 8:00 pm

- January 21st
- February 18th
- March 17th
- April 21st
- May 19th
- June - Recess
- July 21st
- August 18th
- September 15th
- October 20th
- November 17th
- December 15th State of the Commission

Legislation Number: PN0319-2018

Drafting Date: 12/5/2018

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: City of Columbus Records Commission- Meeting Schedule 2019

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 2019 are scheduled as follows:

Monday, February 25, 2019

Monday, May 20, 2019

Monday, September 23, 2019

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.

Legislation Number: PN0323-2018

Drafting Date: 12/10/2018

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title:

Columbus Recreation and Parks
2019 Commission Meetings

Contact Name: Stephanie Brock

Contact Telephone Number: 614-645-5932

Contact Email Address: sybrock@columbus.gov

Columbus Recreation and Parks 2019 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 9, 2019 - 1111 East Broad Street, 43205*
- Wednesday, February 13, 2019 - Far East Community Center, 1826 Lattimer Dr., 43227*
- Wednesday, March 13, 2019 - 1111 East Broad Street, 43205*
- Wednesday, April 10, 2019 - Feddersen Community Center, 3911 Dresden St., 43224*
- Wednesday, May 8, 2019 - 1111 East Broad Street, 43205*
- Wednesday, June 12, 2019 - Whetstone Park, 4015 Olentangy Blvd., 43214*
- Wednesday, July 10, 2019 - Berliner Sports Park, 1300 Deckebach Rd., 43223*
- August Recess - No Meeting*
- Wednesday, September 11, 2019 - 1111 East Broad Street, 43205*
- Wednesday, October 9, 2019 - 1111 East Broad Street, 43205*
- Wednesday, November 13, 2019 - Scioto South Community Center, 3901 Parsons Ave., 43207*
- Wednesday, December 11, 2019 - 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

Legislation Number: PN0332-2019

Drafting Date: 10/21/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Public Notice

Type:

Notice/Advertisement Title: City of Columbus Records Commission- Meeting Schedule 2020

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 2020 are scheduled as follows:

Monday, February 24, 2020

Monday, May 18, 2020

Monday, September 28, 2020

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.

Legislation Number: PN0389-2019

Drafting Date: 12/9/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Far South Area Commission Meeting Date Changes

Contact Name: Beth Fairman Kinney

Contact Telephone Number: 614-645-5220

Contact Email Address: bkinney@columbus.gov

The Far South Area Commission has the following meeting date changes:
December 19, 2019 zoning meeting has been cancelled.
January 2, 2020 Area Commission meeting will be moved to January 9, 2020.

Legislation Number: PN0390-2019

Drafting Date: 12/10/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Far East Area Commission 2020 Meeting Schedule

Contact Name: Lynne LaCour

Contact Telephone Number: 614-724-0100

Contact Email Address: ldlacour@columbus.gov

Meeting Dates for 2020

Tuesday Jan 7, 2020 6:45-8:30 pm

Tuesday Feb 4, 2020 6:45-8:30 pm

Tuesday March 3, 2020 6:45-8:30 pm

Tuesday April 7, 2020 6:45-8:30 pm
Tuesday May 5, 2020 6:45-8:30 pm
Tuesday June 2, 2020 6:45-8:30 pm
Tuesday July 7, 2020 6:45-8:30 pm
Tuesday August 4, 2020 6:45-8:30 pm
Tuesday September 1, 2020 6:45-8:30 pm
Tuesday October 6, 2020 6:45-8:30 pm
Tuesday November 3, 2020 6:45-8:30 pm
Tuesday December 1, 2020 6:45-8:30 pm

Legislation Number: PN0395-2019

Drafting Date: 12/18/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Public Notice

Type:

Notice/Advertisement Title: Valet Parking Zone Rules and Regulations

Contact Name: Robert Ferrin

Contact Telephone Number: 614-724-4439

Contact Email Address: rsferrin@columbus.gov

DEPARTMENT OF PUBLIC SERVICE

CITY OF COLUMBUS, OHIO

SUBJECT: Valet Parking Zone Rules and Regulations

EFFECTIVE DATE: December 30, 2019

BY: Division of Parking Services

I. PURPOSE

The City of Columbus recognizes that public on-street parking as well as private parking for individual businesses is limited in many commercial, residential and mixed-use neighborhoods within the City of Columbus. In order to enhance businesses and events in areas of limited parking it is necessary to establish valet parking zones. The purpose of these rules and regulations is to establish guidelines for the use of City of Columbus right-of-way and city-owned and operated public parking facilities for the purpose of operating a permanent valet parking service.

II. AUTHORITY

- A. Pursuant to the authority granted under Chapter 903 and Section 2105.15 of the Columbus City Codes, 1959, as amended, the Director of Public Service hereby adopts, establishes, and publishes these rules and regulations to be effective at the earliest time allowed by law.
- B. These rules and regulations supersede all previously promulgated rules and regulations for valet parking zones and are applicable to public right-of-way, city-owned and operated public parking facilities, and city parks.
- C. Temporary valet zones, including temporary valet zones for special events are covered by the Department of Public Service policy and procedure, *Requests for On Street Parking out of Service*.
- D. Valet parking zones operated and maintained outside the right-of-way, including valet parking zones and valet parking service reservoir areas are not governed by these rules and regulations.

III. ALLOWANCE FOR CURRENT PERMITTEES

The City acknowledges that current Permittees may require additional time to change valet operations, request exemptions or otherwise adjust to the terms of the new Rules and Regulations. Therefore, a Permittee with a valid permit operating under the previous Rules and Regulations prior to July 1, 2011 and working in good faith with the City will be allowed up to September 1, 2011 to apply for an annual valet parking permit renewal.

IV. 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:

- A. *Attendant* means a person who operates a vehicle between a valet parking zone and a parking location on behalf of a Permittee or valet parking service.
- B. *Department* means the City of Columbus Department of Public Service, Division of Parking Services.
- C. *Permittee* means a business permitted under these rules and regulations to operate a valet parking service.
- D. *Valet parking service* means a business, including employees of a Permittee, or an independent contractor to a Permittee that provides a driver to operate a vehicle to and from a parking location so that the driver and passengers in the vehicle may unload and load at their immediate destination regardless of whether a fee is charged.
- E. *Valet parking zone* means a designated location on the public right-of-way or city-owned and operated public parking facilities where an attendant takes possession of a vehicle for the purpose of parking and returns the vehicle to the possession of the driver thereof.
- F. *Valet parking service reservoir area* means premises where a valet parking service parks vehicles.
- G. *Valet parking service stand* means a temporary removable structure located near the valet parking zone that is utilized for the general conduct of the valet parking service, including the dispatch of attendants and the storage of keys, umbrellas and other items.

V. GENERAL RULES

The following general rules are hereby established:

- A. A valet parking service may be conducted on public right-of-way or city-owned and operated public parking facilities only with approved valet zone permits at locations, hours of operation and in a manner approved by the Director of Public Service.
- B. The Department is hereby authorized to issue valet parking zone permits for the operation of valet parking service on the public right-of-way or city-owned and operated public parking facilities.
- C. Other than permitting and regulating valet parking service on the public right-of-way or city-owned and operated public parking facilities, these rules and regulations do not remove or modify any current rules and regulations applicable to valet parking services operated exclusively on private property.
- D. Nothing in these rules and regulations shall be construed to allow a commercial establishment to substitute off-street valet parking services for any parking requirements imposed by the City of Columbus Zoning and Traffic Codes, nor shall any valet reservoir parking be permitted on private property unless the owner of said parking location has received zoning clearance from the Department of Development.
- E. Nothing in these rules and regulations shall be construed to give any person, whether or not a Permittee, any property right in or to use any public right-of-way or city-owned and operated public parking facilities. Any valet parking zone permit issued and held under these rules and regulations shall be subject to the superior right of the public to the safe and orderly movement of vehicles, pedestrians and bicycles.
- F. Valet parking zones and loading zones may share the same location to preserve public on-street parking. By extension, bus stops and valet parking zones may share the same location with concurrence from the Central Ohio Transit Authority.
- G. Businesses in proximity to one another are encouraged to share valet parking zones.
- H. A valet parking zone shall not be allowed at a 30-minute duration parking meter during hours of enforcement of the meter.
- I. A valet parking zone operated at a specially constructed pull-off area within the public right-of-way is subject to the requirements of these rules and regulations, including those existing, but not operating with a valid permit prior to the effective date of this policy. In such case, the Permittee for the valet parking zone at a specially constructed pull-off area within the public right-of-way existing prior to the effective date of this policy shall not be charged the sign installation fee, the traffic cone fee, or the application fee for first time installation, unless the Permittee requests significant changes to the current valet operations.
- J. A duly authorized business association, special improvement district, civic association or other responsible entity acceptable to the City of Columbus may apply for a valet parking zone permit for the purpose of consolidating such zones to preserve public on-street parking within a specific geographic region of the City. For example, the Short North Business Association may apply for a valet parking zone permit for consolidated valet parking zones within the Short North, with documented support from a majority of its membership, including all current

Permittees within the proposed consolidated valet parking permit zone.

K. Valet parking zones:

1. Shall not exceed the length of the Permittee's property frontage(s) on the city street(s) adjoining such property when the applicant is a single business unless consent from the neighboring property owners and businesses is given in writing;
2. Shall not be allowed where on-street public parking does not exist, or where establishing a valet parking zone will otherwise interfere with traffic lanes or bike lanes;
3. Shall be allowed only in the curb lane of the street;
4. May be allowed where parking meters are installed;
5. Shall not be allowed in an area in which parking is already restricted for other uses, or where parking is otherwise restricted or regulated per Title 21 of Columbus City Code;
6. Shall not reduce the unobstructed space for the passage of pedestrians to less than four feet unless a greater distance is required by the Department;
7. Shall not be located within the area used by vehicle detection devices near signalized intersections; and
8. Shall not be used for long term parking but are to be staging areas where vehicles are parked temporarily, including reasonable delays in moving vehicles due to inclement weather or other temporary delays beyond the control of the Permittee and their valet service, while passengers load and unload in proximity to a business or event location and their vehicle is moved to parking at a remote location.

L. Valet parking service reservoir areas:

1. Shall be appropriately zoned in accordance with the City of Columbus Zoning Code;
2. Shall not be located on the public right-of-way, except as exempted by the Department;
3. Shall not be a city-owned and operated public parking facility or be within a city park without approval of the city department responsible for managing and operating said facility or city park; and
4. Shall not use public parking spaces, except as exempted by the Department.

M. Any business, partnership, firm or corporation desiring a valet parking zone on any public right-of-way or city-owned and operated public parking facilities shall submit a completed application to the Department.

N. An applicant for a valet parking zone permit shall not be a valet parking service, nor shall a Permittee be a valet parking service.

O. The Permittee shall comply with all requirements contained in these rules and regulations and shall be responsible for ensuring the compliance of any co-applicants, employees, agents, and contractors.

P. The applicant for shared valet parking zones shall identify all businesses on the application, along with proof of consent or approval from the duly authorized representative of each business on the application. The applicant requesting a valet parking zone permit will be responsible for the payment of all fees.

Q. The Permittee must keep on the premises of the permitted location a valid copy of the approved valet parking zone and street occupancy permits at all times, and may be subject to inspection by any authorized official of the City of Columbus during hours of valet parking service operation.

R. Valet parking zone permits shall expire on June 30 each year. Fees for periods less than one year for permanent zones shall not be prorated, except as provided for in Section XI.

S. Typically, no more than three public on-street parking spaces will be approved without the approval of the Director of Public Service.

T. Meter bags and traffic cones shall remain property of the City of Columbus, and shall be returned by the Permittee to the Department upon expiration, revocation or suspension of the valet parking zone permit.

U. A Permittee shall obtain an approved street occupancy permit each year from the Department of Public Service, and shall keep a copy of the approved permit at the permitted location during all hours of operation of the valet parking service. Said permit application, review and issuance will be coordinated through the Division of Parking Services.

VI. STANDARDS OF OPERATION

A Permittee shall:

A. Allow only employees and independent contractors holding a valid state driver's license, and having valid vehicle insurance or covered under the Permittee's insurance meeting the minimum requirements for coverage required by the State of Ohio to operate any vehicle in connection with the valet parking service;

B. Assure attendants wear a uniform, shirt, coat or jacket, or other name tag, nameplate, hat, or vest with the name of the attendant and the company logo that identifies the attendant as an authorized employee of the Permittee or

- valet parking service;
- C. Assure that all employees and contractors are polite, professional and courteous;
- D. Maintain a valet parking service stand;
- E. Operate the valet parking service in a manner that does not:
 1. Use or occupy more of the public right-of-way than is allowed by the valet parking zone permit;
 2. Unreasonably interfere with the safe operation of roadways including, but not limited to travel and parking lanes, driveways, wheelchair ramps, crosswalks, sidewalks, bikeway facilities, signs, markings, signals fire hydrants, street lights, and intersections;
 3. Obstruct a vehicle operator's ability to see any part of an intersecting road;
 4. Injure, damage, or create a hazard to persons or property;
- F. Not park or allow long-term parking of a vehicle in a valet parking zone, or allow the loading and unloading of goods, equipment, or merchandise during permitted hours, but shall only use the space for loading and unloading passengers;
- G. Place no more than one valet parking service stand per permitted location;
- H. Not place a sign identifying the valet parking service on the public right-of-way unless the sign meets the requirements as provided for in Section VII;
- I. At no time allow a vehicle with its engine running to remain unattended in a valet parking zone;
- J. Except for customer vehicles, not allow within the valet permit parking zone parking of vehicles owned or otherwise driven by the employee, owner or agent of any valet parking service or Permittee during hours of operation of the valet parking permit zone;
- K. Provide valet parking service only during hours of operation authorized in the valet parking zone permit;
- L. Not park a vehicle in the public right-of-way, in a city-owned and operated parking facility, or a city park unless authorized in writing by the city department responsible for the facility;
- M. Not prohibit or otherwise interfere with the operation and use of public parking spaces at any times other than the hours of operation and the location of a valet parking zone permitted by the Department;
- N. Assure each parking meter in the valet parking zone is covered only with a City-issued parking meter bag only during the hours of operation permitted by the Department;
- O. Assure that meter bags used to cover parking meter heads are maintained and secured to the meter post with a locking mechanism provided by the Permittee;
- P. Assure that only City-issued traffic cones are deployed in the valet parking zone only in roadways without parking meters and only during the hours of operation permitted by the Department;
- Q. Provide, upon taking custody of a patron's vehicle a numbered ticket to each customer containing the following information:
 1. Name, address and telephone of the valet parking service;
 2. Fee or cost to the customer of the valet parking service;
- R. Place or cause its agent to place on the dashboard of each patron vehicle a sign or placard of a size no smaller than three by three inches in such a manner so as to be conspicuously visible through the windshield of the patron vehicle. The sign or placard shall clearly state: This Vehicle Parked by [Valet Parking Business Name] on behalf of [Permittee].

VII. VALET PARKING SERVICE STAND

- A. A Permittee shall provide one valet parking service stand at each permitted location. The valet parking service stand shall be located in the public right-of-way at a location approved by the Department or within the adjacent building for whose benefit the valet parking service is provided. The valet parking service stand must be exclusively for the operation of the valet parking service and shall be used for such purposes, including, but not limited to, the dispatch of attendants and the storage of keys, umbrellas, and other items.
- B. A valet parking service stand shall:
 1. Not be located within the travel lanes, bike lanes or parking lanes of the roadway;
 2. Occupy an area of the public right-of-way no greater than four feet by four feet with a minimum of four feet unobstructed pedestrian clear zone;
 3. Not be permanently affixed to the public right-of-way in any manner;
 4. Be easily moveable by one person;
 5. Be removed from the public right-of-way when the valet parking service is not being operated;
 6. Be secured and locked when left unattended;

7. Have affixed a sign not larger than two feet by two feet for the sole purpose of identifying the valet parking service indicating the name of the operator of the valet parking service and the fee for valet parking service; and
 8. Shall not be electrified in any way, be lighted in any way, or have any moving components.
- C. If the valet parking service stand is located within a building, the Permittee may provide a sign advertising the valet parking service provided said sign meets the requirements for signs on private property per the Zoning Code.

VIII. VALET PARKING ZONE SIGNAGE

- A. The Department shall install permanent regulatory signage marking the limits of each approved permanent valet parking zone. Each sign shall indicate that the location is restricted for use by a valet parking service and state the days and hours of operation of the valet parking service. If the valet zone is located in metered spaces, parking meter stickers will be installed by the Department on affected parking meters stating “Tow Away Zone” and the days and hours of operation of the valet zone service. The Permittee shall pay a one-time, nonrefundable sign installation and removal fee per Section XI.
- B. One temporary sidewalk sign announcing the valet parking service may be displayed at the approved valet parking zone provided said sign shall:
1. Be constructed of durable material that will withstand the year-round impact of the weather and must be maintained in good taste and in good condition at all times.
 2. Be sufficiently weighted and constructed to withstand strong winds.
 3. Not exceed twenty four (24) inches in width and forty eight (48) inches in height (including base, holder, frames, etc) measured from the sidewalk surface.
 4. Be placed on the sidewalk no more than one half (1/2) hour before the valet parking service opens and must be removed no later than one half (1/2) hour after the close of valet parking service.
 5. Be in front of the approved business without encroaching upon the frontage of another business.
 6. Be positioned on the sidewalk and/or tree lawn outside the travel lanes, bike lanes and parking lanes to allow a minimum four (4) foot clearance for pedestrian traffic.
 7. Be freestanding and may not be affixed to any street fixtures including, but not limited to trees, meters, lampposts, grates, bike racks, decorative benches, news boxes, etc. in any manner. Signs shall not be electrified in any way, be lighted in any way, or have any moving components.
 8. Include only the name and logo of the Permittee’s business, the words “Valet Parking”, the rate charged for the service and the hours of operation.
 9. Be approved by the Department following review with appropriate business association, special improvement district and civic associations.

IX. INDEMNIFICATION AND INSURANCE

The Permittee and their valet parking service shall forever indemnify and hold harmless the City and all of its agents, employees and representatives from and against all claims, damages, losses, suits and actions, including attorney’s fees, arising or resulting from said operation of a valet parking service. In addition, the Permittee and/or the Permittee’s valet parking service shall obtain general liability insurance in an amount no less than \$1,500,000.00 and shall name the City as an additional insured on said policy. A copy of the certificate of insurance shall be provided to the City and shall become a part of any permit executed by the City.

X. APPLICATION

- A. The application shall be a form provided by the Department, which shall contain the following minimum information. Applicants may be required to provide additional information as determined by the Department:
1. The names, addresses and telephone numbers of the applicant, co-applicant(s) and the property owner if the applicant is a lessee, and any independent contractor the applicant proposes to use for valet parking service;
 2. A scaled site plan showing the proposed address and property tax parcel ID number of the proposed location of the valet parking zone and any valet parking service stand (refer to Exhibit A for a sample drawing);
 3. A drawing and/or catalog sheet showing the color, content, materials, design and dimensions of the proposed temporary sidewalk;

4. The proposed hours and days of operation of the valet parking service;
5. Attest from the permit applicant and duly authorized agent of the valet parking service operator that vehicles shall not be stored in the public right-of-way, in city-owned and operated parking facilities, or in city parks;
6. Proof of insurance as required by section IX herein;
7. Copy of contract between the Permittee and its valet parking service;
8. Signed indemnity and release forms that indemnify the city and its officers and employees against all claims of injury or damage to persons or property arising out of the operation of the valet parking service by the Permittee; and
9. Any other information reasonably required by the Department for the purpose of processing the application under the requirements of this policy.

XI. APPLICATION PROCESS

- A. A business, businesses or duly authorized association, special improvement district or commission which seeks to operate a valet parking service in the public right-of-way or city-owned and operated public parking facilities shall submit to the Department an application for a valet parking zone permit.
- B. A joint application may be made by more than one business for one valet parking service to provide service to two or more premises located in proximity to the proposed valet parking zone. Said application shall include required application information as detailed in this section for all owners and lessees.
- C. A Permittee desiring to change the operation of an approved valet parking zone may submit for approval a new application to the Department, which may be subject to the new application fee depending on the extent and complexity of the proposed change, as determined by the Department.
- D. Applications for a valet parking zone permit and street occupancy permit shall be submitted to the Division of Parking Services at the following address:
 ATTN: Parking Services
 City of Columbus
 Division of Parking Services
 111 North Front Street
 Columbus, Ohio 43215
- E. Upon receipt of a complete application for a valet parking zone, the Department will notify the following reviewers:
 1. Applicable local business association or special improvement district.
 2. Any neighborhood commissions in the area.
 3. Any civic association in the area.
 4. Other businesses in the block face.
 5. Other city departments or public agencies determined by the Department.
- F. The reviewers shall within two weeks of notification of an application respond to the Department with any comments or objections to the application for a valet parking zone, which will be considered before the application is approved or denied. The Department shall either approve or deny the application with reasons for the denial stated in writing to the applicant within 30 calendar days of receipt of a complete application.
- G. After reviewing the application and upon receiving payment of all fees required by this policy, the Department shall issue a valet parking zone permit, unless the application is denied pursuant to section XIII.

XII. FEES

The following fees are hereby established:

- A. A nonrefundable application fee of \$200.00, payable upon submitting an application for first-time installation or upon submitting an application with significant changes per section X.C to the operation of a previously approved valet parking zone permit.
- B. A nonrefundable annual renewal fee of \$50.00, payable upon submitting an application for renewal of a previously approved valet parking zone permit.
- C. Per City of Columbus Code Section 2155.055, there will be a parking meter out of service fee equivalent to the hourly rate of each parking meter approved for a valet parking zone, multiplied by the hours of use approved in the valet parking zone permit. Said fee shall be payable prior to issuance of the approved valet parking zone permit.

- D. A nonrefundable regulatory sign installation and removal fee of \$250.00 per sign. Said fee shall be payable prior to issuance of the approved valet parking zone permit.
- E. A nonrefundable meter bag fee of \$25.00 per meter bag shall be paid by the Permittee, prior to issuance of an approved valet parking zone permit, or upon replacement of lost or stolen bags or bags removed by the City in the case of a violation, if applicable.
- F. The application and renewal fee, meter bag fee, and the meter out of service fee shall be deposited in the Parking Meter Program, Fund No. 268, Subfund 001, as authorized under Ordinance 1918-2018. The regulatory sign installation and removal fee shall be deposited in the Street Construction, Maintenance and Repair Fund (Fund 265).
- G. No fee or permit shall be required for a valet parking service that is conducted on private property and where the public right-of-way is only used for driving vehicles while conducting the valet parking service.
- H. The Permittee shall obtain and pay fees for an approved street occupancy permit. Said permit application, review and issuance will be coordinated through the Division of Parking Services.

XIII. REFUNDS, TRANSFERS AND EXPIRATION

- A. There shall be no refund of any fees if the valet parking zone is no longer needed by the Permittee except as allowed by XI.C. for parking meter out of service fees upon termination of a valet zone, and after signs are removed and public parking meters are restored to normal operating hours.
- B. A valet parking zone permit is specific to a location, and shall not be transferred to another location.
- C. Transferring an approved permanent valet parking zone from the original applicant to a successor business at the same address may be allowed provided the new business submits an application for approval, that all fees and fines for the previous Permittee are paid and up to date, and that the application requests the same conditions as the approved valet parking zone permit, in which case the nonrefundable application and renewal fee shall not be charged.
- D. All valet parking zone permits shall expire on June 30 of each year.
- E. Application for renewal and payment of the annual fee for a valet parking zone permit may be made on or before the expiration date.

XIV. ENFORCEMENT, DENIAL, REVOCATION, SUSPENSION AND TERMINATION

- A. The Department and the Columbus Division of Police shall have the authority to enforce the provisions of this policy.
- B. The operation of a valet parking zone under these Rules and Regulations is subject to the enforcement of applicable local and state traffic, parking, general offenses, and right-of-way occupancy codes and regulations. Enforcement of these Rules and Regulations may include suspension, revocation, termination or denial of a valet parking permit, right-of-way permit, or in egregious circumstances up to and including criminal prosecution pursuant to Section 903.99 of Columbus City Code.
- C. The Department or the Columbus Division of Police may temporarily suspend the operations of a valet parking service if the public right-of-way reserved by the valet parking service is needed for an emergency or temporary use, including, but not limited to, the construction, maintenance, or repair of a street or utility or special event.
- D. The Department shall notify the applicant in writing and may deny a valet parking zone permit or revoke or suspend without refund of any portion of any fees a valet parking zone permit if:
 1. The applicant fails to comply with the requirements of this policy or other applicable law;
 2. The applicant makes a false statement of material fact on an application for a valet parking zone permit; or
 3. The Department determines that the operation of the valet parking service would:
 - a. endanger the safety of persons or property or otherwise not be in the public interest;
 - b. unreasonably interfere with pedestrian or vehicular traffic;
 - c. unreasonably interfere with the use of a pole, parking meter, traffic sign, traffic signal, hydrant, mailbox, or other object at or near the proposed location of the valet parking service; or
 - d. unreasonably interfere with an existing use permitted at or near the proposed location of the valet parking service.
- E. Parking meter bags or traffic cones shall returned to the Department of Public Service should a valet zone permit be revoked, suspended or is terminated by the Permittee.

XV. EXEMPTIONS

It is the policy of the City of Columbus that all businesses seeking to operate a valet parking service in the public right-of-way or within city-owned and operated public parking facilities shall adhere to these Rules and Regulations, to preserve the health, safety, and general welfare of the public. However, the City recognizes that there may be unique circumstances where the health, safety and general welfare of the public may not be best served by strict adherence to these Rules and Regulations. Such an exemption shall be issued at the sole discretion of the Director of Public Service or designee and may be for such reasons as safety issues, economic waste or geographical features.

A. Criteria for consideration of an exemption include:

1. Proximity to residential permit parking areas
2. Proximity to a historic district
3. Proximity to on-street and off-street parking
4. Safety considerations
5. Other factors that preserve the health, safety and welfare of the citizens of the City.

B. To request an exemption, the Applicant shall submit the following to the Department:

1. Written request stating which provision or provisions of these Rules and Regulations are being requested an exemption; and
2. Reasons for an exemption that reflect but are not limited to the above stated criteria; and
3. Any other relevant documentation.

C. The Department will approve or deny exemption requests within 15 calendar days after receipt of a complete request.

XVI. APPEAL PROCESS

A. Any aggrieved valet parking zone permit applicant or Permittee shall have the right to appeal the denial, suspension or revocation of a valet parking zone permit, or the issuance of an infraction. The application for appeal shall be on a form provided by the Department, which shall contain the following information, at a minimum:

1. The name, address, telephone number, and email address of the applicant(s);
2. The reason for the requested appeal; and
3. Any other information requested by the Department for the purpose of processing and considering the application and under the requirements of these rules and regulations.

B. The Department may request comments from the applicable area commission, civic association, business association, and/or special improvement district.

C. The Director will review each appeal and provide a decision within ninety (90) days of receiving the appeal and supporting documentation.

D. The Director's decision on an appeal shall be final.

EXHIBIT A: See attached.

BY ORDER:

JENNIFER GALLAGHER,
DIRECTOR, DEPARTMENT OF PUBLIC SERVICE

REVISED BYLAWS
of
THE NORTH LINDEN AREAS COMMISSION

Amended May 19, 1999

ARTICLE I. NAME & BOUNDARIES

All members shall be appointed by the Mayor with the concurrence of City Council.

Section 1. There is hereby created in the city of Columbus a Commission area to be known as the North Linden Area Commission, hereafter in this document referred to as the Commission.

Section 2. This area shall be bounded and described as follows: Beginning at the intersection of the centerline of the railroad right-of-way west of Joyce Ave. and Hudson St. and proceeding in a westerly direction along the center line of Hudson St. to the first north-south railroad right-of-way immediately east of Indianola Ave.; thence proceeding in a northerly direction along the centerline of the railroad right-of-way to Cooke Rd.; thence proceeding in an easterly direction along the centerline of Cooke Rd. to Karl Rd.; thence proceeding in a northerly direction along the centerline of Karl Rd. to Ferris Rd.; thence proceeding in an easterly direction along the centerline of Ferris Rd. to the north-south railroad right-of-way west of Joyce Ave.; thence proceeding in a southerly direction along the centerline of the railroad right-of-way to the point of beginning.

ARTICLE II. PURPOSE

Section 1. These Bylaws shall establish the proceedings by which the North Linden Commission shall execute its duties functions under the grant of authority set forth in Chapter 3313 of the Columbus City Code.

Section 2. This Commission is established to afford citizen participation in the decision-making process functioning in an advisory capacity and to facilitate communication, understanding and cooperation between neighborhood groups, city officials and developers.

ARTICLE III. MEMBERSHIP

Section 1. There shall be maximum of ~~15~~ **9** members of the Commission. All members shall be appointed by the mayor with concurrence of City Council.

a) ~~Ten (10)~~ **Seven (7)** persons living in the Commission area shall be selected as resident members by the selection procedure outlined in Art. III, Sect. d. ~~For selected members running for consecutive selected terms, the signatures of 25 residents within the area are not required.~~

b) ~~Four (4)~~ **Two (2)** members, who need not be area residents but who have shown a demonstrated interest in the area, shall be nominated by the selected members of the Commission.

c) ~~One (1) member shall be appointed by the Mayor from his/her Cabinet or staff or other agreed upon city employee.~~

c) For selected members running for consecutive selected terms, the signatures of 25 residents within the area are not required.

d) Except as otherwise specified, all members have equal rights.

e) All members shall serve without compensation

Section 2. Selection, Terms, Vacancies

a) Initially, terms shall be determined by lot with five (5) selected, two (2) nominated members and the Mayor's appointee serving for a term of three (3) years, four (4) selected and three (3) nominated serving for a term of two (2) years.

~~b) Thereafter, all terms shall be for a period of two (2) years, staggered with four (4) of the commissioners' terms expiring on even years on a given year and three (3) on odd years.~~
commissioners terms expiring on a different year.

~~a) All members shall serve without compensation.~~

c) Each term shall end on December 31 of the year the term expires.

d) After the selection of initial Commissioners, selection of subsequent commission members shall be by residents of North Linden by petition and election.

i. Candidates must submit a resume, short biography, essay, and petition with signatures of at least 25 North Linden residents.

ii. Availability of petitions will be announced at the regular June and July meetings and published in available media.

iii. Petitions are due by the second Thursday in August.

iv. Candidates must be 18 years of age or older and be a North Linden Resident

v. Signers of petitions must be 18 years of age or older and be residents of North Linden.

vi. Petitions must contain 25 or more valid signatures for a candidate to be considered for selection.

vii. An election shall take place annually in the month of September.

a. All valid candidates, (Article III, Sect. 2d, i-vi), shall be placed on the ballot.

b. Election shall be by secret ballot. All North Linden residents and Commissioners attending the September meeting may cast a ballot.

viii. No election shall be scheduled if the number of candidates is less than or equal to the number of selected Commissioners with expiring terms.

b)e) Any vacancies caused by death, resignation, disqualification, or by other means shall be filled for the unexpired term by appointment of the Mayor with the concurrence of Council. The area commission may recommend appointees to the Mayor to fill vacancies. Candidates for appointment must submit a resume, cover letter, and qualifying petition (ARTICLE III, Sect. 2d, i,iv-vi)

e) A commission year begins on July 1.

f) A commissioner who is elected or appointed to a seat may not be elected or appointed to a different seat until the term of the seat held by the commissioner has expired.

Section 3. Expectations and Responsibilities of Commissioners

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

b) Statements made by Commissioners outside of official meetings, including on social media, do not represent the Commission unless the Commissioner has been directly authorized by position or vote to represent and speak on behalf of the Commission.

c) When presenting personal views before public or private bodies or on social media, Commissioners should clarify that they are not representing or speaking on behalf of the Commission.

Section 4. If a member of the Commission selected by the selection procedures moves out of the described Commission area, such member must relinquish his or her resident status in writing and be replaced per Section 2be. Resignation will be officially announced at the next public meeting.

Section 5. Attendance

a) Commissioners are required to attend all meetings of the Commission , including planning meetings

b) Unexcused absence from two (2) consecutive regular meetings or from any total of four (4) regular meetings in any 24 month period shall be considered as an automatic resignation from the Commission. The Secretary shall give prior notice to members after any member's unexcused absence. Any combination of more than six (6) total excused and unexcused absences from regular meetings during any 24 month period will be brought before the Commission for consideration of requesting a resignation. Notice of a resignation together with the Commission recommendation shall be sent to the Mayor and the City Clerk.

b) Commissioners who communicate an absence to the Chair prior to a public meeting will be deemed excused. Except for emergency, Commissioners are not permitted to have more than three (3) consecutive excused absences.

c) Commissioners who fail to communicate absence to the Chair prior to a public meeting will be deemed un-excused. Two (2) consecutive unexcused absences from regular monthly meetings (Art. V, Sect.1) or from four (4) regular monthly meetings in a 12 month period are in violation of Sect. 5a.

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d) A Commissioner in violation of part (b) or (c) of this section will be officially removed by the Commission at the next regular meeting.

ARTICLE IV. OFFICERS

Section 1. The Officers of the Commission shall be Chairperson, Vice-chairperson, Secretary and Treasurer.

Section 2. Officers shall be elected by a majority of the Commission members present at the first scheduled meeting after the election with officers taking office at the following meeting.

Section 3. Each Officer shall be elected for a term of one (1) year, or until his or her successor is elected.

- a) So as to eliminate any possible conflict of interest, the Mayor's appointee shall not hold a Commission office.

Section 4. The duties of the officers shall be:

- a) The Chairperson shall preside at meetings of the Commission, prepare the agenda for Commission meetings, and, in consultation with the other Commission members, appoint standing and/or select committees of the Commission.

- b) The Vice-Chairperson shall perform the duties of the Chairperson in the Chairperson's absence and shall perform such special duties that may arise from time to time at the request of the Chairperson.

- c) The Secretary shall call and record the roll; record all votes and take minutes of Commission meetings; distribute minutes to Commission members; maintain a file of minutes and such other records as the Commission may direct; maintain a permanent record of the names, addresses and telephone numbers of all Commission members; and notify the Mayor of vacancies. Minutes of all Commission meetings shall be opened to the public's examination.

- d) The Treasurer shall receive and submit all Commissioners' requests with receipts for reimbursement; and shall receive and disburse all funds of the Commission.

Section 5. A vacancy in the Chairperson position shall be filled by the Vice-Chairperson. A vacancy in every other position shall be filled in the manner previously described (Article III, Sec.1 and 2, Article IV, Sec. 2 &3) A vacancy filled for six (6) months or more shall be considered full term.

Section 6. Any election required in these Bylaws shall be conducted by secret ballot.

ARTICLE V. MEETINGS

Section 1. Regular Meetings

- a) Regular meetings shall be on the third Wednesday of each month at a stated time to be determined by two-thirds vote of the Commission (10) and shall be open to the public. Regular meetings shall commence no later than 15 minutes after the stated time.
- b) The first regular meeting in June shall be the Annual Meeting at which time the new Commissioners shall take office, officers shall be elected and annual reports from committees will be received.
- c) A regular meeting may be cancelled, or the meeting date changed, by a two-thirds vote of the Commission.

Section 2. Special Meetings

- a) Special meetings may be called by the Chairperson or by a majority of members present in a regular or special meeting or by the Chairperson at the written request of at least five (5) members.
- b) Written notice of any special meeting shall be given to each Commission member and the public at least three (3) days in advance, except in an emergency. This written notice shall specify the date, time, and place of the meeting and describe all business to be conducted at the meeting.
- c) No business shall be conducted at a special meeting unless it was included in the notice of the special meeting.
- d) Special meetings shall be open to the public.

Section 3. Quorums

A quorum shall consist of eight (8) Commissioner members. A majority of the Commission members present and voting shall be required to approve a motion, except as otherwise provided.

Section 4. The business of the Commission shall contain the following unless otherwise directed by a majority of members present:

- Call to Order
- Roll Call
- Approval of previous minutes
- Liaison Reports
- Recognition of Guests
- Reports of officers
- Reports of standing committees
- Reports of special committees
- Unfinished business
- New business
- Announcements and comments
- Adjournment

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Section 5. The Chairperson may recognize members of the public who wish to address the Commission concerning issues under discussion. A uniform time limit for such presentations may be set by the Chairperson.

Section 6. When guests are invited to speak to the Commission the time will generally be limited to thirty (30) minutes or at the discretion of the Chairperson.

Section 7. Dissenting or non-concurring reports may be filed with the Secretary by Commission or committee members and shall be attached to the majority report.

Section 8. Commission meetings shall be limited to not more than three (3) hours unless deemed appropriate and approved by a majority of the Commission members present.

Section 9. Except as otherwise specified, meetings of the Commission shall be conducted according to the latest current revision of Robert's Rules of Order.

ARTICLE VI. COMMITTEES

Section 1. Appointment of Commission members to both standing and special committees shall be made by the Chairperson in consultation with Commission members and shall be subject to the approval of a majority of the Commission members.

Section 2. Each standing committee may appoint persons who are not Commissioners or members, subject to the approval by the Commission. All committee members have voting privileges within that committee. Non-commissioners shall not outnumber Commissioners on any standing committee.

Section 3. Each committee shall select a member to Chair the committee, and may select other Officers and adopt internal rules necessary to carry out their assigned task. The selected Chairperson of any committee shall be a Commissioner.

- a) The selected Chairperson of any committee may be requested to step down as the Chair of that committee by (1) the Commission Chairperson or (2) a member of that committee.
- b) The selected Chairperson of any committee may be voted out as the Chair of that committee by (1) a two-thirds majority vote of that committee's members or (2), upon the recommendation of the Commission Chairperson, by the entire Commission with a two-thirds majority vote of the Commission members present.
- c) Voting by the entire Commission, for the purpose of removing a selected Chairperson of a committee shall be conducted at a Special Meeting of the Commission, with all interested parties invited. The voting shall be by secret ballot.
- d) At any time before voting by the entire Commission, for the purpose of removing a selected Chairperson, that selected chairperson may resign the chair.

e) Leaving the committee is the decision of the individual member. If the member remains on the committee, he/she shall not publicly represent the committee or the Commission in a position of authority with regard to that committee or any of that committee's functions. He/she is an internal member only on that committee.

Section 4. A special committee may be established or dissolved by a majority vote of the Commission. Its size, powers and duties shall be specified by the creating resolution.

Section 5. Notice of all committee meetings and copies of all committee correspondence shall be filed with the Secretary/Clerk and Chairperson of the Commission.

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

Section 7. The standing committees and their responsibilities are:

a) Executive Committee

1. Consists of Chairperson, Vice Chairperson, and Secretary; and
2. Prepare the agenda of regular meetings; plan the direction and scope of Commission activities.

b) Planning & Development Committee

1. Review & recommend long-range plans;
2. Investigate funding for implementation of such plans;
3. Develop methods for involving the citizens in such planning; and
4. Maintain planning files.

c) Zoning Committee

1. Receive, review and make recommendations concerning applications for rezoning, zoning variances and special permits for property located in the area.

d) Community Service Committee

1. Review social and recreation services in the area and take appropriate action to improve or maintain them;
2. Attempt to improve or maintain employment and education opportunities for residents of the area;
3. Monitor consumer - business relations in the area;
4. Initiate, coordinate or assist at community-wide events;
5. Work to develop a community identity;
6. Work to improve the quality of life for all our residents; and
7. Publicize the North Linden Area Commission as a community resource.

e) Code Enforcement Committee

1. Report known code violations in the North Linden Commission area to the appropriate Code Enforcement officer of the City of Columbus;

2. Become knowledgeable about code enforcement problems in the community and make constructive suggestions about remedying them; and
3. The Committee may undertake programs to educate the community about code enforcement issues.

f) Safety Committee

1. Coordinate and/or initiate efforts to reduce crime in the community. Work with other groups as desired;
2. Initiate and/or help with efforts to maintain a clean community;
3. Initiate and/or assist with efforts to control conditions which interfere with the health of residents; and
4. Initiate and/or assist with efforts to alleviate vehicular traffic problems in the community.

ARTICLE VIII. AMENDMENTS

Section 1. A proposed amendment to these Bylaws shall be submitted in writing by any Commission member at any regular meeting.

- a) The proposed amendment shall first be read at the regular meeting when submitted and again at the next two (2) regular meetings following. The proposed amendment shall be voted on after the reading at the third regular meeting.
- b) With a unanimous vote of the Commission members present at the first reading, the proposed amendment may be voted on at the next regular meeting.
- c) Adoption of the proposed amendment shall be by a two-thirds majority vote of the entire Commission.

Section 2. In accordance with Chapter 3313 of the Columbus City Code, the approved amendment shall be filed immediately with the City Clerk after its adoption. Such amendment shall take effect thirty (30) days after publication in the City Bulletin

ARTICLE IX. PARLIAMENTARY AUTHORITY

Section 1. The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any other special rules of order the Commission may adopt.

[Handwritten signatures and dates]
John S. Lathram 12-19-19
12-19-19

UNIVERSITY AREA COMMISSION

BY LAWS

As adopted on May 15, 2019

PREAMBLE

WE, residents of the City of Columbus in the University Area, in order to: study problems and needs of the area, recommend solutions and bring these needs to the attention of proper government agencies; determine the need for, and recommend legislation affecting the area; provide communication within the area and between the area and city government; solicit cooperation of all segments of the community; afford additional voluntary citizen participation in decision-making in an advisory capacity to the city administration and city council; and, develop techniques for creating and promoting a community dialogue so that the different values and interests of residents can be articulated and understood; and, therefore, we do establish and ordain these By Laws.

Article I. GENERAL PROVISIONS

Section 1. The name of this organization shall be the University Area Commission, herein referred to as "Commission".

Section 2. The boundaries of the University Area shall be: starting at the Glen Echo Ravine and the Olentangy River, proceeding east along Glen Echo Ravine to the Penn Central Railroad, south on the Penn Central Railroad tracks to Fifth Avenue, west on Fifth Avenue to the Olentangy River, and north along Olentangy River to the Glen Echo ravine.

Section 3. These by-laws establish the procedure under which the University Area Commission shall execute those duties and functions set forth in and with authority granted under chapters 121, 3109, 3111 of the Columbus City Codes (herein abbreviated as C.C.) and the Columbus City Charter sections 60 and 61.

Section 4. The Commission, and all its bodies thereof, shall be governed by Robert's Rules of Order Newly Revised, except as inconsistent with these By Laws and except that:

- a. The motion "to reconsider and enter on the minutes" shall never be in order;
- b. The President may vote on a motion as any other member;
- c. A roll-call vote on a motion may be ordered by one-fourth of the Commissioners present
- d. The division of a motion may be ordered by any one Commissioner;
- e. A motion to reconsider may be made by any Commissioner;

- f. A quorum shall be eleven commissioners for all meetings with the exception of the annual meeting. The quorum at the start of the annual meeting shall be 60% of the Commissioners with terms that are not expiring at the start of the annual meeting. Once a quorum is established, business can be conducted unless the number of commissioners present drops below nine, at which time the meeting is declared adjourned.

Section 5. No Commission member shall represent the Commission in its official actions before any other public body or official, except as specifically authorized 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, provided they do not represent themselves as speaking for the Commission.

Section 6. No monies shall be expended or encumbered save pursuant to the Annual Budget.

- a. Within fifteen (15) days of receipt of the draft annual agreement with the City of Columbus, the Treasurer shall propose the annual budget to the executive committee. At the next regular meeting, the executive committee shall recommend to the Commission approval of the proposed annual budget. The annual budget shall be adopted when approved by a majority of the Commission.
- b. Any monies received shall be deposited immediately by the Treasurer.
- c. All purchases must follow the guidelines allowed in current Columbus City Code for commissioners.
- d. For purchases for Commission activities that are not itemized in the approved annual budget that are twenty-five dollars (\$25) or less, any commissioner may request reimbursement by providing the Treasurer with a written, dated request which explains the purchase and also provide a paper copy of the receipt. Permission to grant reimbursement may be given by the Treasurer.
- e. For purchases for Commission activities that are not itemized in the approved annual budget that are more than twenty-five dollars (\$25), any Commission member may request reimbursement from the President and the Treasurer by providing the Treasurer a written, dated request which explains the purchase and also provide a paper copy of the receipt. Permission to grant reimbursement may be given by agreement of the President and the Treasurer which then shall report the expenditure at the next regular meeting.
- f. Any commissioner may request a full Commission vote on any expense reimbursement not itemized in the approved annual budget.

Section 7. Any election required in these By Laws shall be conducted by written ballot, which shall be tallied immediately, and the Recording Secretary shall read each commissioner's name and how they voted aloud into the meetings minutes. A voice vote may be held if an election is uncontested.

Section 8. Ballots for internal elections shall be held until such time as the minutes are approved for the meeting in which the election occurred. Upon approval of the minutes, the Commission has 30 days to destroy the ballots.

Section 9. The Commission shall also facilitate communication, understanding and cooperation among citizens, neighborhood groups, city officials and staff, and other stakeholders by performing those functions and duties set out in C.C. 3109.13.

Article II. MEMBERS

Section 1. There shall be twenty (20) members of the Commission.

- a. Three members to be known as "District Commissioners" shall be elected from each of four districts.
- b. One member to be known as "Organization Commissioner" shall be appointed by each of the following Organizations:
 1. The Ohio State University;
 2. The Undergraduate Student Government of the Ohio State University;
 3. The Council of Graduate Students of the Ohio State University.
 4. The University Community Association;
 5. The University District Organization Inc; and
- c. One member, to be known as a "Group Commissioner", shall be appointed by the Commission upon nomination by each of the following area groups:
 1. Social, religious and charitable groups;
 2. Business groups; and
 3. Residential rental property owner groups.

A group is defined as a number of individuals who are considered as one or acting as one with membership and/or a common mission related primarily to a Group Commissioner category.

Section 2. Members shall serve the following terms of office:

- a. A term of office for a district commissioner shall be three years, with the positions in each district rotating, so that each year, a seat in each district shall be open for election. The three year terms are to expire as provided in these by-laws.
- b. A term of office for an organization commissioner shall be two years.
- c. A term of office for a group commissioner shall be two years.

Section 3. Members shall take office at the beginning of the Annual Meeting following the Board of Elections official report as set forth in Article IV, Section 2.

- a. By September 1 of each year, the Corresponding Secretary shall notify in writing all represented organizations that the term of their member shall end at the start of the annual meeting; and that it should submit in writing a representative to the Commission for the new term as set forth in Article II, Sections 1(b) and 1(C). This must be done by October 1 so that the Commission may certify the new members before the next annual meeting.
 1. Organizations in 1(b) shall be notified to appoint a commissioner.
 2. Organizations in 1(c) shall be notified to nominate a commissioner.

Section 4. Vacancies shall be filled as follows:

- a. If a vacancy occurs in a district seat on the Commission because of resignation, death, disqualification, or other means, the Corresponding Secretary shall give public notice of the vacancy at least thirty (30) days before the date on which the Commission will vote to recommend a candidate to fill the vacancy. After providing an opportunity for persons interested in filling the vacancy to indicate their interest to the Commission, the Commission shall vote according to article I section 7 to select a candidate to fill the vacancy until the next Annual Meeting.
 1. Notice of a vacancy shall be given in the agenda, given to each unsuccessful candidate, including write-in candidates, from that district in the last election and shall be made to the public.
 2. At the next Annual Election, a member shall also be elected to complete the unexpired term in accord with Article VI of these By Laws.
- b. If a vacancy occurs in an organization seat as defined in 1(b), the Corresponding Secretary shall give notice to the organization to appoint someone to serve the remainder of that term.
- c. If a vacancy occurs in an organization seat as defined in 1(b), the Corresponding Secretary shall give notice to the organization to appoint someone to serve the remainder of that term.
- d. The Corresponding Secretary shall send written notice of the candidate endorsed by the Commission to the Office of the Mayor and the Department of Development, pursuant to C.C. 3109.08.

Section 5. District commissioners shall retain their residence within the district from which they were elected. Failure to maintain their residence shall constitute resignation from the Commission. Upon petition by that Commissioner, the Commission may grant waiver to this By Law by a two-thirds vote. Notice of this waiver must be given in the meeting. If a waiver is granted, the commissioner shall retain that seat only until the next Commission election.

Section 6. Three unapproved absences from regular Commission meetings between annual meetings shall constitute resignation from the Commission. In addition to regular monthly meetings, Commissioners may not have more than three unapproved absences from each committee on which each commissioner serves between annual meetings. The First Vice President shall notify in writing or electronic correspondence a commissioner who has been absent from two such meetings within fifteen days of the second absence. Absent commissioners may petition the President for approval of an absence from Commission and may petition the appropriate committee chair for approval of an absence from an assigned committee meeting. This petition for approval of an absence as excusable shall be in writing or electronic form and submitted to the President thirty (30) calendar days prior to the absence or within thirty (30) calendar days after the absence.

Section 7. The members of the Commission shall be approved and appointed by the Mayor of Columbus in accordance with Chapter 3109.07 of the City Code. The Corresponding Secretary shall notify the Mayor and the Department of Development of all appointments, elections, and vacancies within thirty (30) days of such action.

- a. Should the Mayor neither approve nor disapprove within thirty days (30) of notification then 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 Department of Development.
- c. New members of the Commission will attend a four (4) hour orientation training as provided by the City of Columbus or by the Commission. Failure of new members of the Commission to meet this requirement six (6) months from their date of appointment shall constitute resignation from the Commission.

Article III. OFFICERS

Section 1. The officers of the Commission shall be a President, a First and a Second Vice President, a Treasurer, and a Recording and a Corresponding Secretary.

- a. The officers shall be elected by the Commission at the meeting following the annual meeting and shall take office upon election.
- b. All officers shall serve a term of one year, or until their successors are elected and qualified.

Section 2. The President shall:

- a. Chair all meetings of the Commission;
- b. Coordinate the actions of all officers and representatives of the Commission;
- c. Chair all public hearings called by the Commission;

- d. Select, supervise, direct or delegate any volunteers or staff hired by or assigned to the Commission; and represent or appoint a Commissioner to represent the University Area Commission at City Council meetings and other meetings affecting the University Area.

Section 3. The Two Vice Presidents:

- a. The First Vice President shall:
 1. Assist the President;
 2. Preside at meetings in the absence of the President.
 3. Have responsibility for managing all committees; and
 4. Assist the President in establishing and distributing the monthly agenda.
- b. The Second Vice President shall:
 1. Assist the President and the First Vice President, as requested and assigned;
 2. Support and direct use of the UAC computer; and
 3. Manage and direct digital and physical storage of Commission records.
 4. During commission meetings shall keep track of order of speakers for the President by acknowledging a person wanting to speak who is raising their hand and monitor time limits for speaking according to these by laws.

Section 4. The Two Secretaries:

- a. The Recording Secretary shall:
 1. Keep and permanently file all resolutions considered by the Commission, as well as a record of all actions taken; and
 2. Call the roll at each meeting of the Commission and record times of arrival and departure of commissioners after roll has been taken or before the adjournment of the meeting.
- b. The Corresponding Secretary shall:
 1. Shall correspond at the direction of the Commission.
 2. Keep on file all correspondences of the Commission;
 3. Provide copies of any Commission documents at a reasonable charge to any person requesting them;
 4. Forward weekly meeting schedules to OSU facilities for HVAC consideration.
 5. Notify the Mayor and the Department of Development of all appointments, elections, and vacancies within thirty (30) days of such action.

Section 5. The Treasurer shall:

- a. Receive all monies and approve all payments for the Commission in accordance with Article I, Section 6;
- b. Prepare and present an Annual Budget for the Commission in accordance with Article I, Section 6;
- c. Report on the financial condition of the Commission at each regular meeting;
- d. Submit a written report of the finances of the Commission at the Annual Meeting;
- e. Participate in the preparation of budget of expenditure of any grant moneys; and
- f. Manage the distribution and administration of grant moneys.
- g. And shall exercise all duties incident to the office of Treasurer, including compliance with all fiscal requirements within the memorandum of agreement with the city.

Section 6. A vacancy in the office of President shall be filled by the First Vice President. A vacancy in any other position shall be filled in the same manner as the original selection as set forth in Article III, Section 1.

Section 7. Additional officers or representatives may be created by the Commission. Representatives shall be elected by the Commission.

Article IV. MEETINGS

Section 1. The Commission shall hold a regular monthly meeting on the third Wednesday of each month.

- a. A regular meeting may be cancelled or rescheduled by two-thirds vote of the Commission at the regularly scheduled prior meeting of the Commission.
- b. A commissioner may speak twice on any unique debatable motion or presentation per meeting. Each time, the commissioner may speak for up to three (3) minutes. A commissioner cannot save time for their second round or transfer their remaining time to someone else. A commissioner cannot let someone else speak on his or her time.

Section 2. The regular meeting in January shall be the Annual Meeting at which new Commissioners take office, and annual reports from the committees are received.

- a. An officer nomination committee shall be appointed by the President, representing a cross section of the Commission, to develop and gather a slate of officers for the coming year.
- b. Any current commissioner may be a voting member of the officer nomination committee. Membership on this committee shall not exclude a commissioner from consideration for an office.

- c. The proposed slate of officers must be included with the meeting following the annual meeting notice.
- d. First item of business for the meeting following the annual meeting will be election of Commission Officers with additional or write-in nominations accepted from any member of the Commission.
- e. The election of officers shall be conducted by written ballot, which shall be tallied immediately by two commissioners not running for an officer position. The two commissioners will be chosen by random chance at the start of the meeting. One of the vote counters will read aloud each commissioner's name and how they voted into the official record kept by the Recording Secretary. Official tally of votes will include name of Commissioner and the number of votes they received. A voice vote may be held if there are no contested offices.

Section 3. At least a five-day notice of all meetings shall be given, such notice to include the agenda. All meetings of the Commission shall be open to the public. All Commission meetings shall comply with the Ohio open meeting law and the open meeting requirements pursuant to C.C. 121.01.

Section 4. The Commission shall consider no business unless introduced by a commissioner or a committee of the Commission. No person shall speak during a Commission meeting except when recognized by the presiding officer. This can be subject to approval of the Commission by a majority vote.

- a. Allowance shall be made for public comment on any issue to be voted on by the Commission or a committee of the Commission. Each speaker shall be limited to three (3) minutes. This limit may be extended by vote of the members present upon a motion of any commissioner to do so. Time shall be allowed following each presentation for commissioners to discuss and ask questions of the speaker. At their discretion, the presiding officer may limit the number of speakers to three (3) on each side of an issue. Such limitation shall be announced at the beginning of public comments on that issue.

Section 5. Special meetings may be called by the President; or the President upon receiving a petition signed by one-third of the Commissioners in office.

- a. Any such petition shall specify the date, time and place of the special meeting and shall include all business to be conducted at the meeting.
- b. No business shall be conducted at a special meeting, unless explicitly included in the notice of such meeting.

Section 6. A Public Hearing may be directed to be held by either: a majority vote of the Commission, or a committee (with the approval of the President).

- a. With the permission of a majority vote of the Commission, a public hearing may be held in conjunction with a Commission meeting.
- b. A record shall be made of each public hearing by the Recording Secretary or other provided recording officer from the directing committee.
- c. If a committee has called a public hearing, it shall provide the presiding and recording officer.
- d. At least a fifteen (15) day public notice shall be given for all public hearings.

Section 7. The Commission shall not consider zoning cases received by the Zoning Committee Chair less than 14 calendar days before a regular monthly Commission meeting. Cases received less than 14 calendar days before a regular monthly meeting will be considered at the following month's meeting.

- a. Commissioners shall be notified of upcoming Zoning cases and of the scheduled committee meeting no less than 12 calendar days before a regular monthly Commission meeting.
- b. The Commission shall notify all property owners within 125 feet of each zoning case. All such owners shall be listed on the attachment provided by the applicant.
- c. The Committee bringing the zoning recommendation forward must state that all appropriate procedures have been followed before a vote of the Commission is allowed. These procedures include proper notification of Commissioners, adherence to deadlines for case evaluation, and all other such procedures contained within these By-Laws and defined by the City of Columbus.
- d. The following time limits will be adhered to for all zoning cases heard before the commission:
 1. Zoning Committee presents the facts of the case: 5 min (max)
 2. Applicant presentation: 7 min (max)
 3. Zoning committee report: 5 min (max)
 4. Public comment (max 3 people each pro/con): 2 min each (max)
 - Only those who complete speaker slips prior to the case being heard will be considered for speaking based on the order the slips were received
 5. Commission discussion: Commissioner who wishes may speak once per round for 1 min (max) for 2 rounds
 - A Commissioner cannot save time for their second round or transfer their remaining time to someone else
 6. Applicant response: 3 min (max)
 7. Commission vote

8. A motion to extend the max time limits can be made at the beginning of the case stating which portion(s) should be extended and by how long. The motion must pass by two-thirds (2/3) majority with no debate on this motion.
9. The zoning committee chairperson or designee will provide a copy of this section to each zoning applicant prior to his or her appearance at a commission meeting.

Article V. COMMITTEES

Section 1. The President shall appoint Commissioners to the standing committees subject to approval by the Commission. The President shall consider requests for assignments from all commissioners but is not bound by those requests. The standing committees are as follows: Community Relations; Zoning; Governance; Planning & Development; and Executive.

- a. The initial appointments shall be made at the meeting following the annual meeting.
- b. The President shall be ex officio a member of all committees and may elect to be a voting member of any committee at the meeting following the annual meeting.
- c. The President shall designate a member of each Committee to convene each Committee.
- d. Each committee shall select a chair, and may select other officers and adopt internal rules.
- e. All Committees shall meet on a monthly basis and report at each Commission meeting with a written report.
- f. All Committees are required to establish an agenda for yearly activities by the April meeting as well as write a summary of completed activities for the next Annual Meeting.
- g. The terms of office of all members of all committees shall end the beginning of the annual meeting.
- h. A vacancy in a committee shall be filled in the manner of the original selection.
- i. Each commissioner will be required to sign up for one (1) committee, but due to potential imbalance of committee membership, at the President's direction, a commissioner can be reassigned to another committee.

Section 2. The Executive Committee shall meet quarterly and:

- a. Consist of the President, both Vice Presidents, both Secretaries, immediate past President (if still a commissioner), and the Treasurer;
- b. Develop the annual budget; and,
- c. Evaluate and plan the direction and scope of Commission activities.

Section 3. The Planning & Development Committee shall:

- a. Conduct research, analysis, and make proposal recommendations on planning and development issues and any city plans that affect the area;
- b. Encourage, support, conduct research, and make recommendations on historic preservation issues within the area;
- c. Research, monitor, and make recommendations on any federal, state, or local funds and grant moneys that are available to implement plans in the area; and,
- d. Conduct research, analysis and make recommendations on quality of life issues relative to City Code and regulations.

Section 4. The Community Relations Committee shall:

- a. Promote the activities and existence of the Commission to the community and other groups throughout the city;
- b. Assist the board of elections with promotion of elections upon request;
- c. Distribute a monthly Commission activity fact sheet on Commission activity;
- d. Oversee maintenance and development of the Commission website.
- e. Develop and maintain a list of persons, departments or groups for the Commission to contact related to Commission business. This information will be posted to the Commission website.

Section 5. The Zoning Committee shall:

- a. Regularly receive, review with each applicant, and make recommendations to the Commission on all applications for rezoning, variances, graphics and other zoning adjustment appeals, and special permits located wholly or partially in the area; and,
- b. Shall review, monitor, and approve all requests for demolitions. The decision of this committee on all such requests is not final until and must be reported to the Commission at the next regularly scheduled meeting. Upon a motion by any commissioner, requests may be reconsidered by the entire Commission and approved by majority vote;

Section 6. The Governance Committee shall:

- a. Implement these by laws and elections rules as required;
- b. Research the effectiveness and applicability of these by laws and make recommendations to the Commission for amendments to the by laws;
- c. Conduct the orientation of new commissioners;
- d. Coordinate the internal activities of the Commission.

Section 7. An ad hoc committee may be established or dissolved by a majority vote of the Commission. Its size, powers and duties shall be specified by the creating resolution. Unless otherwise specified, the term of a special committee shall be one year.

Section 8. All reports to the Commission shall be delivered by the person chairing the committee (unless the committee directs otherwise). If a minority of a committee wishes to make a report, it may do so after the committee reports and as an addition to the report.

Section 9. In the event a matter overlaps the area of two or more committees, the President of the Commission shall have the authority to assign such issues to a specific standing committee, or charge two or more of the committees to work as a special combined committee for the issue.

Article VI. ELECTIONS

Section 1. Elections shall be held on a Saturday between the last Saturday in October and the second Saturday in November. The final date will be set based on method established under Article VI Section 10 of these laws. Elections shall be determined by plurality vote.

Section 2. Any person eighteen years of age or older and is a resident in the University Area, shall be an elector. Electors need not be registered with the Franklin County Board of Elections.

Section 3. All nominations shall be by petition as provided in the Election Rules. All candidates must be qualified to vote for themselves, and be a resident of the district as set forth in the Election Rules.

Section 4. All candidates and electors must provide identification and proof of residence in their district in which they intend to run or vote. Such identification may include, but is not limited to a valid driver's license, state-issued id, or a university id. Other identification may be accepted at the discretion of the majority vote of the Board of Elections, whose determination shall be final. Affidavits and other sworn statements, by themselves, shall never be sufficient.

Section 5. A statement of the identification provided by electors in instances in which the sufficiency is uncertain shall be written by the poll worker on the envelope in which the ballot is placed. The Board shall determine the sufficiency of each identification before the envelope is opened. If it is the decision of the Board that the identification is not sufficient, the envelope shall be retained unopened.

Section 6. Electors shall provide identification before they are permitted to vote. Successful candidates shall provide identification at the meeting of the Commission in which the election results are reported and approved. Should it be determined by vote of the Commission that the candidate has not established verification of residency, the candidate receiving the next highest number of votes in that district shall be declared the winner.

Section 7. At any time prior to the first day of elections, any commissioner may dispute the residency of any candidate by so informing the board of elections. In such case, the Board shall contact the candidate to verify residency.

Section 8. There shall be a Board of Elections, consisting of five persons appointed by the President at the June meeting prior to the next election with the approval of the Commission, none of whom shall be connected in any way with a candidate for the Commission. The Board shall perform all duties set forth in the Election Rules.

Section 9. The Board of Elections shall adopt Election Rules for governing the elections.

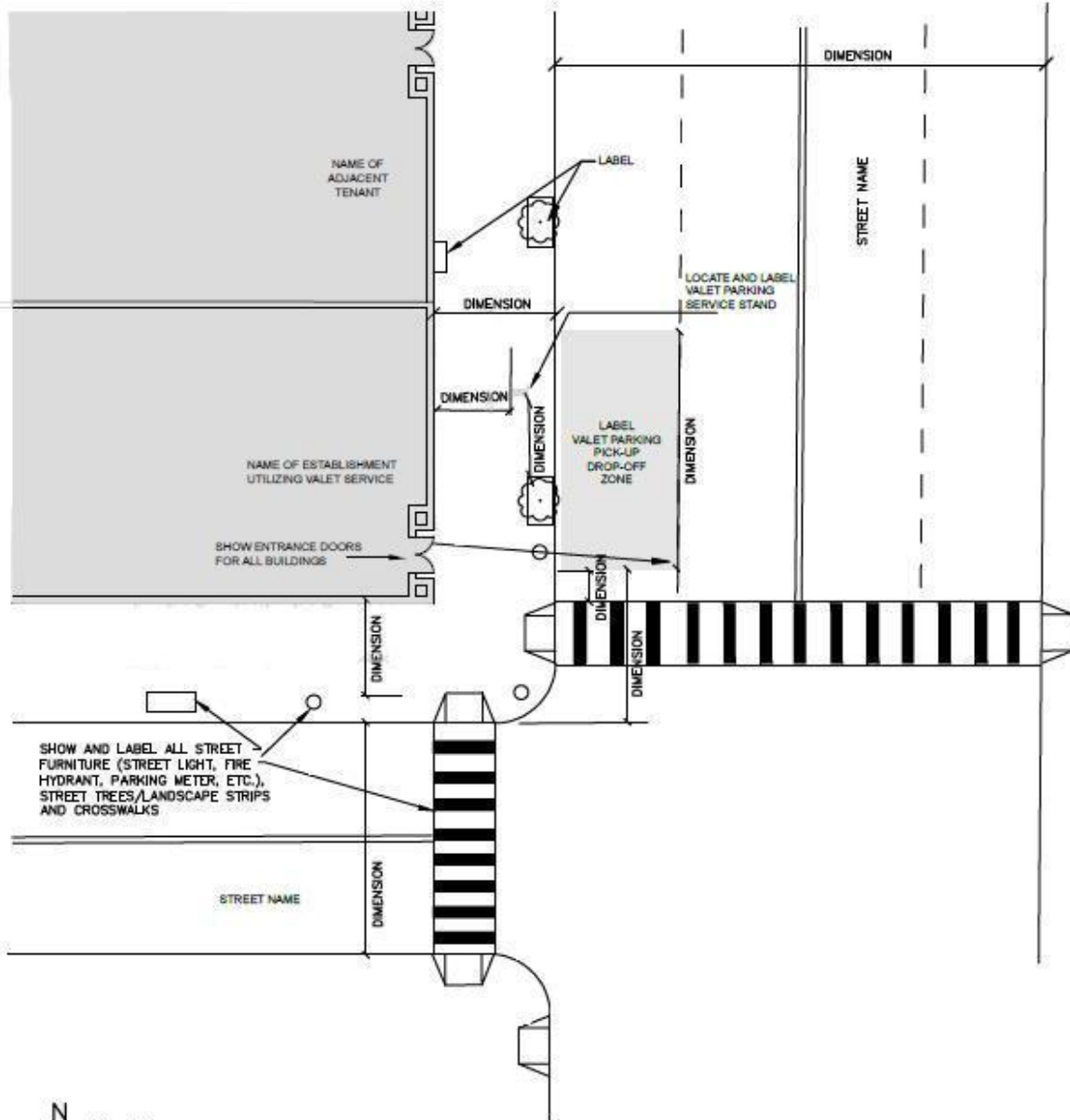
- a. Such rules shall be adopted by a majority vote of the Board.
- b. Such rules shall be in conformity with these By Laws.
- c. Such rules shall not be changed within the thirty (30) days after an election or within forty-five (45) days before an election.
- d. Any adoption or amendment of the Election Rules shall be presented to the Commission at the beginning of two regularly scheduled meetings. Should the Commission not disapprove of them by the end of that second meeting, they shall take effect.
- e. The Commission may amend the Election Rules without action by the Board of Elections in the same manner as amending by laws as set forth in Article VII.

Section 10. The Board of elections shall establish the date of elections for the year within the restrictions set by Article VI Section 1 as part of the Boards report provided to the Commission at the start of the Annual meeting. Upon acceptance of the Boards report the Board will be discharged from its responsibilities.

Article VII. AMENDMENT

Section 1. As permitted per C.C. 3109.13, these by-laws may be amended in part or in whole at any regularly scheduled meeting of the Commission by an affirmative vote of a two-thirds (2/3) majority of all Commission members provided that the amendments were submitted in writing at the previous regularly scheduled meeting. The Corresponding Secretary shall file any approved amendments immediately after its adoption with the city clerk for publication in the City Bulletin. Such amendments shall take effect ten (10) days after such publication per C.C. 121.05.

APPLICATION FOR ON-STREET VALET PERMIT SAMPLE Site Plan Drawing



N
PLAN
SCALE: 1" = 10'-0"
DATE: XX/XX/XXX

APPLICANT NAME:

PICK-UP/DROP-OFF ZONE LOCATION: