

# **Columbus City Bulletin**



**Bulletin #47**  
**November 19, 2016**

# Proceedings of City Council

Saturday, November 19, 2016



## SIGNING OF LEGISLATION

(Note: There was no City Council meeting on *Monday, November 14, 2016*; 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

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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 - 11/21/2016 1:00:00PM

RFQ003637 - Septic Hauler Signs

BID OPENING DATE - 11/21/2016 3:00:00PM

RFQ003628 - Turnberry GC Food Concessions

ADVERTISEMENT FOR TURNBERRY GOLF COURSE - FOOD CONCESSIONS

Sealed proposals will be received at the Recreation and Parks Department Golf Division, 1111 East Broad Street, Suite 101; Columbus, Ohio 43205; until 3:00 P.M. on Monday, November 21, 2016 for:

TURNBERRY GOLF COURSE FOOD CONCESSIONS

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Copies of Bidder Information, Proposal Forms, and Contract Specifications may be printed from this on-line site.

If there are problems printing from the site, arrangements may be made by contacting the Golf Office, to receive a copy. Contact Sharon at [ssstanley@columbus.gov](mailto:ssstanley@columbus.gov) or by calling 614-645-5458.

Recreation and Parks Department Golf Division  
1111 East Broad Street, Suite 101  
Columbus, Ohio 43205

You are invited to submit a proposal for a contract to provide food concession services at Turnberry Golf Course. This Concession is intended to be of service and benefit to the public for a multi year period. The successful bidder will be expected to present an attractive menu suited to the needs and demands of the public golfer and provide various catering services.

The successful bidder will be required to maintain regular hours of operation. The City will further require the product line offered and service rendered to be of the highest quality.

The successful bidder should be prepared to demonstrate how they will cater to daily public play, golf outings and other miscellaneous events requiring food service. Service to the golfer must be the concessionaire's top priority.

BID OPENING DATE - 11/21/2016 4:00:00PM

RFQ003347 - Technology - GIS Services

1.1 Scope: It is the intent of the City of Columbus, Department of Technology, to obtain proposals to establish a contract, for assistance with the continued development of the Department's GEOPGRAPHIC INFORMATION SYSTEM.

1.2 Classification: Offerors are encouraged to submit proposals that demonstrate their competency, ability, past performance, quality and feasibility, and environmental impact as defined in this request. The City may contract with up to two (2) Offerors chosen through this RFP process.

1.3 Submittal Instructions: Proposals SHALL be submitted electronically via the city's vendor portal at <http://vendors.columbus.gov/sites/public>. Hard copy proposals will be not be accepted. Proposals are due no later than November 21st, 2016 at 4:00 PM, EST.

1.4 Term: This is a one year-contract. Subject to mutual agreement, the period covered by the ensuing contract, under the same terms and conditions stated herein can be extended for two additional one year terms, or portion thereof, at the same pricing.

1.5 For additional information concerning this bid, including additional bidder requirements, procedures for obtaining a copy of the bid document(s) and how to submit a proposal, you must go to the City of Columbus Vendor Services web page at <http://vendors.columbus.gov/sites/public> and view this bid in the open solicitations listing.

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BID OPENING DATE - 11/22/2016 1:00:00PM

RFQ003771 - DT400 Thermometer

RFQ003772 - Infrared Thermometer

RFQ003775 - PDT300 Thermometer

BID OPENING DATE - 11/23/2016 11:00:00AM

RFQ003688 - ELECTRIC POWERED FLATBEDS

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Ohio Finance and Management Department to obtain formal bids to establish a contract for the purchase and delivery of five (5) Electric Powered Flatbeds.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of five (5) Electric Powered Flatbeds. All offerors must document an Electric Powered Flatbed certified reseller partnership. Bidders are required to show experience in providing these

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

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

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

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 - 11/23/2016 4:00:00PM

RFQ003695 - DEVT/LEAD GRANT PROGRAM - RISK ASSESSORS

The City of Columbus, Department of Development, Housing Division is inviting the submission of proposals for producing HUD lead based paint inspections, risk assessment reports, healthy home assessments, work specifications and final clearance testing in privately-owned residential housing units.

I. INTRODUCTION

The City of Columbus receives funds from the U.S. Department of Housing and Urban Development (HUD) for generating lead-safe and healthy housing for low and moderate-income homeowners and renters in The City of Columbus neighborhoods.

II. PURPOSE

The purpose of this "request for proposals" is to increase the capacity of the City of Columbus to produce high quality HUD lead based paint inspections, risk assessments, healthy home assessments, work specifications and final clearance testing as outlined in the HUD 2012 Guidelines and HUD Healthy Homes Rating System (HHRS), to generate lead-safe and healthy housing units in a timely and efficient manner for the citizens of Columbus.

BID OPENING DATE - 11/30/2016 3:00:00PM

RFQ003083 - Lockbourne Intermodal Subtrunk

The City of Columbus is accepting bids for the Lockbourne Intermodal Subtrunk project CIP 650491-100002, the work for which consists of the installation of 10,218 lineal feet of 78-inch sanitary sewer tunnel using direct jacked microtunneling method, installation of 8 flow control/junction/drop/access/manhole structures, installation of 7,016 lineal feet of 60-inch sanitary sewer pipe by a combination of bore and jack and pipe-in-trench (open cut) construction, and

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associated manholes and other such work as may be necessary to complete the contract, in accordance with the plans CC-15311 and specifications set forth in this Invitation For Bid (IFB). (See full ad attachment)

**WHERE & WHEN TO SUBMIT BID:** Bids will only be received electronically via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due November 2, 2016 at 3:00 P.M. local time. Bidders are welcome to attend the public bid opening, at 910 Dublin Rd, 1st Flr Aud, Columbus, Ohio 43215. **SPECIFICATIONS:** Plans and technical specs are available at [www.bidexpress.com](http://www.bidexpress.com).

Bidding Documents may be examined at 8 locations throughout Ohio. (see full ad attachment)

**PRE-BID CONFERENCE:** The contracting agency will be holding a pre-bid conference. Questions must be submitted in writing only to AECOM, ATTN: Steven Thompson, via fax at 614-464-0588, or email at [Steven.Thompson@aecom.com](mailto:Steven.Thompson@aecom.com) prior to October 19, 2016.

**FUNDING SOURCE:** This project will be funded with financial assistance from the Water Pollution Control Loan Fund (WPCLF) program in association with the Ohio and U.S. Environmental Protection Agencies and will include WPCLF Program-specific requirements.

**PREQUALIFICATION REQUIREMENTS:** Pursuant to Columbus City Code Sections 329.20, 329.21, and 329.211, bidder must demonstrate that it has satisfied the city's construction pre-qualification requirements (note that this includes licensed trade subcontractors); that it is pre-qualified responsible/ provisionally responsible at the time of bid due date.

RFQ003549 - Power Line Clearance, Tree Trimming and Removal Services

The City of Columbus is accepting bids for Power Line Clearance, Tree Trimming and Removal services, The work for which proposals are invited consists of: tree trimming and removal services around the Distribution System and Street Lighting System, as well as tree trimming removal may be required by different Divisions within the Department of Public Utilities for areas in and around the City. The Contractor shall furnish all labor, material and equipment, and other such work as may be necessary to complete the Contract in accordance with the specifications set forth in this Invitation For Bid (IFB). (See full ad attachment in Vendor Services).

**WHERE & WHEN TO SUBMIT BID**

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due November 30, 2016 at 3:00 P.M. local time. Bidders are welcome to attend the public bid opening, to be held at 910 Dublin Road, 1st Floor Auditorium, Columbus, Ohio 43215.

**PLANS AND TECHNICAL SPECIFICATIONS**

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

**QUESTIONS**

Questions pertaining to the plans and specifications must be submitted in writing only to the City of Columbus, Department of Public Utilities, Division of Power, ATTN: Chris Vogel, via email at [cvogel@columbus.gov](mailto:cvogel@columbus.gov) and 614-645-6963 prior to November 18, 2016, 3:00 p.m. local time.

BID OPENING DATE - 12/1/2016 11:00:00AM

RFQ003503 - High Speed Overhead Door and Installation

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1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Department of Finance to obtain formal bids on behalf of the Department of Public Utilities, Division of Water, to establish a contract for the purchase and installation of one (1) high speed overhead door at 910 Dublin Road Utilities Complex.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase, delivery, and installation of one (1) high speed overhead door. All Offerors must document the manufacture authorized reseller/distributor relationship. The requirements in these specifications include all parts, materials, products, installation, delivery, demonstration/training and warranty. Bidders are required to show experience in providing this type of equipment and warranty service as detailed in these specifications.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, November 21, 2016 at 11:00 am. Responses will be posted on the RFQ on Vendor Services no later than Wednesday, November 23, 2016 at 11:00 am.

1.4 Pre-Bid Facility Walk-Through: A walk-through of the facility at Dublin Road Utilities Complex is scheduled for Tuesday, November 15, 2016 at 9:00 am. Attendance is not required; however this will be the only opportunity for bidders to examine the work site. See Section 3.2.5 for further information.

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

RFQ003514 - Pool Chemicals and Products UTC

1.1 Scope: This proposal is to provide the City of Columbus, Recreation & Parks with a Universal Term Contract (blanket type) to purchase Pool Chemicals and Products for use in swimming pools at various City of Columbus locations. The proposed contract will be in effect through March 31, 2020.

1.2 Classification: The successful bidder will provide, deliver, and unload bulk quantities estimated at 42,000 gallons of Sodium Hypochlorite into supplier provided and City approved containers (not exceeding 500 gallons each) at various locations listed herein. Bulk quantities estimate at 1,200 gallons of Hydrochloric Acid is to be supplied in 15 gallon containers. Additionally, smaller containers of these and other Pool Chemicals and Products are required. Bidders are required to show experience in providing this type of equipment and warranty service as detailed in these specifications.

1.2.1 Bidder Experience: The equipment offeror must submit an outline of its experience and work history in these types of products 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

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<http://vendors.columbus.gov/sites/public> and view this bid number.

1.4 The City has eight instructional videos to assist bidders at the portal. Tutorial videos are available to be viewed through You Tube at the following link:

[https://www.youtube.com/channel/UCTIkkGNM7GHITzoqQVNJIA/videos?shelf\\_id=0&view=0&sort=dd](https://www.youtube.com/channel/UCTIkkGNM7GHITzoqQVNJIA/videos?shelf_id=0&view=0&sort=dd)

RFQ003542 - Weed & Veg Mngt Zone 5

1.1 Scope: This proposal is to provide the City of Columbus, Department of Public Service, with a Universal Term Contract (UTC) for Weed and Vegetation Management, Zone 5, which will be used by various City agencies to eliminate weeds and vegetation from numerous locations within the City. It is estimated the City will annually require weed and vegetation spraying (sterilant) of over 700 miles of roadways and public ways. The Street Maintenance Division along with the Division of Electricity will be the main agencies utilizing this contract, however various other City agencies will use it also. The resulting contract will be in effect through December 30, 2018 with the option to extend one (1) additional year.

1.2 Classification: Bidders are requested to submit pricing for Zone 5 which will be serviced for weed and vegetation sterilant. The bidder shall complete the attached bidding document that lists each location for each Zone 5 and attach to the bidding line. Only completely priced sheets for Zone 5 in its entirety will be accepted as a bid.

1.2.1 Bidders are required to show experience in providing weed and vegetation management service as detailed in these specifications.

1.2.1.1 Herbicide Applicator Experience: Bidders shall have a minimum of ten (10) years of experience as an applicator of both industrial and agricultural herbicides, and are required to submit a brief outline documenting this work experience attached to their bid.

1.2.1.2 Bidder References: The Weed and Vegetation Management 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.

1.4 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>

RFQ003596 - Powder Activated Carbon-Taste & Odor UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Water with Universal Term Contract (blanket type) to purchase approximately 500 tons annually of Powdered Activated Carbon for a secondary PAC contract to be used as a taste and odor control agent for potable water at two City of Columbus Water Plants. The proposed contract can potentially be in effect through March 31, 2020 with an additional one year extension.

1.2 Classification: The successful bidder will provide and deliver bulk quantities of Powdered Activated Carbon. This secondary contract may or may not be used.

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1.2.1 Bidder Experience: The Powdered Activated Carbon bidder must submit an outline of its experience and history for the past five years.

1.2.2 Bidder References: The Powdered Activated Carbon bidder shall have documented proven successful contracts from at least four (4) customers that the bidder 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.

1.4 The City has eight instructional videos to assist bidders at the portal. Tutorial videos are available to be viewed through You Tube or by clicking the following link:  
[https://www.youtube.com/channel/UCTIkkGNM7GHIIITzoqQVNJIA/videos?shelf\\_id=0&view=0&sort=dd](https://www.youtube.com/channel/UCTIkkGNM7GHIIITzoqQVNJIA/videos?shelf_id=0&view=0&sort=dd)

BID OPENING DATE - 12/1/2016 1:00:00PM

RFQ003761 - COSI WOSU & Gallery 3 Renovation

ADVERTISEMENT FOR BIDS

Sealed proposals will be received by COSI, at 333 West Broad St, Columbus Ohio, 43215, until 1:00 p.m. on Thursday December 1st, 2016 and publicly opened and read immediately thereafter for:

COSI WOSU & Gallery 3 Renovation  
FMS Project #16030

The work for which proposals are invited consists of interior renovations to WOSU and Gallery 3.

Copies of the Project Manual/Specifications and the plans are on file and available to prospective bidders on Wednesday November 16th, 2016 at ARC, 1159 Dublin Road Suite 300, Columbus, OH 43215 (\*\*please note that this is a new location), (614) 224-5149, <http://www.e-arc.com/location/columbus/> upon a non-refundable payment per bid set. Contact ARC for the cost. Payment shall be made payable to ARC.

Questions about the project should be directed to:

Feinknopf Macioce Schappa Architects, Inc.

Contact: Erin Reilly-Sanders

995 West 3rd Avenue

Columbus, Ohio 43212

[ereillysanders@fmsarchitects.com](mailto:ereillysanders@fmsarchitects.com)

tel 614.545.3725

main ofc 614 297-1020

Proposals must be submitted on the proper forms contained in the Project Manual/Specifications.

The Proposal section in its entirety must be submitted in a sealed envelope marked

"COSI WOSU & Gallery 3"

Attn: Erik Burdock

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PRE-BID CONFERENCE

A Pre-bid Conference will be held Tuesday November 22nd, 2016 at 1:00 pm at COSI, 333 West Broad St. Columbus Ohio, 43215. Bidders are strongly urged to attend. Failure to attend will not disqualify a bidder. However, bidders shall comply with and be responsible for the bid specifications and information discussed at the pre-bid conference.

BID OPENING DATE - 12/2/2016 3:00:00PM

RFQ003363 - LED STREET LIGHT MODERNIZATION PROJECT

SCOPE: The City of Columbus, Ohio is inviting professional engineering consulting firms, or teams including such firms, to submit Statements of Qualifications to furnish professional services for the City of Columbus, Department of Public Utilities, Division of Power (DOP), for the LED Street Light Modernization Project pursuant to Columbus City Code 329. Statements of Qualifications will be received at the Division of Power, 3500 Indianola Avenue, Columbus, Ohio 43214 until 3:00 PM on Friday, November 18, 2016.

The purpose of this project is to:

Convert the City's existing street light system to LED equivalents

Light Columbus roadways that remain unlit with LED fixtures and the requisite infrastructure

Create a centralized street light management system

Assess the possibilities for using a modernized street light system as a platform to provide services and new digital technologies

Evaluate opportunities to expand the City's fiber optic network

BID OPENING DATE - 12/5/2016 1:00:00PM

RFQ003725 - DOW/HCWP/WATERPROOFING SOLUTION

BID OPENING DATE - 12/5/2016 4:00:00PM

RFQ003376 - DEVT/ECON - REDEVELOPMENT PARKING LOT ADJ TO NORTH MARKET

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The City is seeking proposals from development teams pursuing the opportunity to redevelop the site adjacent to the North Market currently operating as a surface parking lot. Through this RFP process, the City and NMDA seek to enhance the North Market and surrounding North Market Historic District, provide opportunities to augment and expand the North Market's services and operations, and create a sustainable, long-term structure to ensure the financial viability of the North Market in perpetuity. The City is willing to evaluate alternative property ownership arrangements that would ensure the long term operation of the North Market while enabling private development on the site.

The goal of this RFP process is to select a development concept that will ensure the stability of the North Market. The City of Columbus reserves the absolute right to refuse development if the evaluation committee fails to select a winning concept.

BID OPENING DATE - 12/6/2016 1:00:00PM

RFQ003677 - Economic & Comm. Develop - Schottenstein Program

1.1 Scope: The City of Columbus, Department of Public Service is receiving bids until December 6, 2016 at 1:00 P.M. local time, for construction services for the 59-09 Economic Comm. Develop. – Schottenstein Program project. Bids are to be submitted only at [www.bidexpress.com](http://www.bidexpress.com). Hard copies shall not be accepted.

This project includes streetscape improvements to Barthman Avenue, Reeb Avenue, and Innis Road between Washington Avenue and Parsons Avenue and to Washington Avenue between Barthman Avenue and Innis Road. Work includes curb & sidewalk replacement, storm sewer, water line, full depth pavement reconstruction with brick pavers, pedestrian lighting, asphalt milling and paving, and tree and shrub planting.

A pre-bid meeting will not be held.

Notice of published addenda will be posted on the City's Vendor Services web site and all addenda shall be posted on [www.bidexpress.com](http://www.bidexpress.com).

1.2 Classification: All bid documents (Invitation for Bid, technical specifications, plans, and future addenda) are available for review and download at [www.bidexpress.com](http://www.bidexpress.com). Firms wishing to submit a bid must meet the mandatory requirements stated in the IFB, including being prequalified by the City of Columbus Office of Construction Prequalification. All questions concerning this project are to be sent to [capitalprojects@columbus.gov](mailto:capitalprojects@columbus.gov). The last day to submit questions is November 29, 2016; phone calls will not be accepted.

1.3 Bid Express: If you do not have an account with Bid Express and you would like to review projects information or submit a bid, you will need to sign up for an account. Go to [www.bidexpress.com](http://www.bidexpress.com) in order to sign up.

BID OPENING DATE - 12/7/2016 3:00:00PM

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RFQ003463 - Watershed Misc. Imp-Misc. Facility Demolition Pt 2

The City of Columbus is accepting bids for Watershed Misc. Imp. -Misc. Facility Demolition, Pt. 2, project C.I.P 690411-100008, the work for which consist of Demolition of buildings and site improvements, including asbestos abatement at the following 2 locations: 2074 Weigand Road, Lockbourne, OH; 8140 Schott Rd, Westerville, OH and other such work as may be necessary to complete the contract, in accordance with the plans, drawings, technical specs and City of Columbus Construction and Material Specs as set forth in this Invitation For Bid (IFB).

WHERE & WHEN TO SUBMIT BID: Bids will only be received electronically by Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due December 7, 2016 at 3:00 P.M. local time. Bidders are welcome to attend the public bid opening, at the 1st Floor Auditorium at 910 Dublin Road, Columbus, Ohio 43215.

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

PRE-BID CONFERENCE :There will be a pre-bid conference. Attendance is strongly recommended. It will be held at Watershed Mgmt Office, 7600 Sunbury Rd, Westerville, OH 43081 on November 15, 2016 at 9:00 a.m. The meeting will then proceed to the 2 properties listed above. Bidders will be charged with knowing whatever was discussed in the pre-bid in preparing and submitting their bid. This will be the bidder's only opportunity to tour the facilities slated for demolition.

QUESTIONS: Questions must be submitted in writing to Miriam Siegfried, P.E. via fax at 614-645-6165 or email at [mcsiegfried@columbus.gov](mailto:mcsiegfried@columbus.gov) prior to November 30, 2016, 3 p.m. local time.

PREQUALIFICATION REQUIREMENTS: must be pre-qualified responsible or provisionally responsible at bid due date to be awarded a contract for City construction work. See Form B9. Contact the Office of Construction Prequalification at (614) 645-0359 or: <http://www.columbus.gov/prequalification.aspx>.

RFQ003622 - ARGYLE DRIVE AREA WATER LINE IMP

The City of Columbus is accepting bids for Argyle Drive Area Water Line Improvements project C.I.P No. 690236-100075, Contract 2050, the work for which consists of open-cut installation of approximately 12,100 linear feet of 8-inch water main and appurtenances and approximately 300 linear feet of 8-inch water main and appurtenances installed by horizontal directional drilling methods, and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, special provisions, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB). (see full ad attachment).

WHERE & WHEN TO SUBMIT BID: Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due December 7, 2016 at 3:00 P.M. local time. Bidders are welcome to attend the public bid opening, to be held in the 1st Floor Auditorium at 910 Dublin Road, Columbus, Ohio 43215.

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

CONSTRUCTION PRE-QUALIFICATION REQUIREMENT: If you are unsure about your construction pre-qualification status, contact the Pre-Qualification Office at (614) 645-0359 or <http://www.columbus.gov/prequalification.aspx>.

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QUESTIONS: Questions pertaining to the drawings and specifications must be submitted in writing only to the City of Columbus, Division of Water, ATTN: Evan DiSanto, PE, LEED AP, via fax at 614-645-6165, or email at [emdisanto@columbus.gov](mailto:emdisanto@columbus.gov) prior to Wednesday, November 30, 2016, 3:00 P.M. local time.

BID OPENING DATE - 12/8/2016 11:00:00AM

RFQ003445 - Collection Services of Yard Waste and Recyclables -- 2017

1.1 Scope: The City of Columbus, Department of Public Service, is accepting bids until 11:00 A.M. Eastern Time, December 8, 2016, for "Collection Services of Yard Waste and Recyclables—2017." Bids are being received at the Department of Public Service, Office of Support Services, 50 W. Gay Street, Room 520; Columbus, Ohio 43215. The City of Columbus is requesting bids for the collection, transportation, and disposal of yard waste and recycling material from its single family residential households, multiple dwelling units, and multiple dwelling developments. The contract will also include the collection of recyclables from sidewalk recycling containers as part of the City's Pedestrian Recycling Program and glass from private businesses and organizations participating in the Recycle-on-High Program. Future collection programs may be added to the contract by the mutual agreement of the City and the contracted service provider. Bidders must bid on all services to be deemed responsive. The contract period is April 01, 2017, through and including March 31, 2022. There are five one-year renewal options that can be implemented by the written mutual agreement of both parties, extending the contract through March 31, 2027.

Additional information regarding Classification and Bid Submittal are available as a separate Advertisement document.

RFQ003665 - Water - Cyanotoxin Automated Assay System

1.1 Scope: The Water Quality Assurance Laboratory, Division of Water, is soliciting bids for a cyanotoxin automated assay system of equal or greater quality than the Abraxis LLC Cyanotoxin Automated Assay System that has been evaluated and approved by Ohio EPA Division of Environmental Services for use with Abraxis Microcystin ADDA- ELISA kit to comply with section 3745-90 of the Ohio Administrative Code. The Abraxis LLC Cyanotoxin Automated Assay System is an automated 96 well microtiter plate format analyzer for quantitative determination of anatoxin-a,  $\beta$ -methylamino-L-alanine (BMAA), cylindrospermopsin, microcystins, and saxitoxins. The system will be used to run cyanotoxin analysis on drinking water, river and reservoir samples from the City's drinking water plants and source water reservoirs.

1.2 Classification The contractor will be responsible for supplying and delivery of the cyanotoxin automated assay system, system control PC workstation with supporting software and licenses, one monitor, and one printer. The contractor will provide product installation and familiarization including: instrument connection, interface, functional confirmation, and on-site customer training. For additional information concerning this bid, including procedures for obtaining a copy of the bid document(s) and how to submit a proposal, you must go to the City of Columbus Vendor Services web page <http://vendors.columbus.gov/sites/public> and view this bid number.

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BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

BID OPENING DATE - 12/12/2016 12:00:00PM

RFQ003652 - 2017 PROVISION OF RYAN WHITE HIV CARE SERVICES

1.1 Scope: It is the intent of the City of Columbus, Columbus Public Health to seek formal bids for Ryan White HIV Care: Provision of Core Medical and Support Services through the City of Columbus Vendor Services web page due by 12:00 pm on Monday, December 12, 2016 as outlined in the Request for Proposal.

1.2 Classification: Formal Bid Proposals must be sent electronically through the City of Columbus Vendor Services web page and should be in PDF format following all requirements in the Request for Proposal attachment. Bid proposals are due by 12:00 pm on Monday, December 12, 2016 and will remain sealed until the expiration date and time.

For additional information concerning this bid, including procedures for obtaining a copy of the bid document(s) and how to submit a proposal, you must go to the City of Columbus Vendor Services web page and view this bid number in the open solicitations listing:

[http://vendors.columbus.gov/sites/public/Enterprise%20Portal/default.aspx?  
&WDPK=initial&WMI=EPHome&redirected=1&WCMP=COLS&WMI=EPHome](http://vendors.columbus.gov/sites/public/Enterprise%20Portal/default.aspx?&WDPK=initial&WMI=EPHome&redirected=1&WCMP=COLS&WMI=EPHome)

BID OPENING DATE - 12/14/2016 3:00:00PM

RFQ003680 - 650870-100002 Weisheimer/Indian Springs Roadway Improvements

The City of Columbus (hereinafter "City") is accepting bids for Weisheimer/Indian Springs Roadway Improvements Project, CIP 650870-100002, the work for which consists of Permeable Pavement Roadway Improvements on Cooke Way, Alley 2 from Cooke Way to Henderson Road, Dominion Boulevard (between Shield Place and Dominion School) Dixon Court, and parking stalls on Foster Street south of Cooke Road and other such work as may be necessary to complete the contract, in accordance with the DR. E 3234, technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express ([www.bidexpress.com](http://www.bidexpress.com)). Bids are due December 14th, 2016 at 3:00 P.M. local time. Bidders are welcome to attend the public bid opening, to be held in the 1st Floor Auditorium at 910 Dublin Road, Columbus, Ohio 43215.

BID OPENING DATE - 12/15/2016 11:00:00AM

RFQ003682 - Liquid Sodium Bisulfite UTC

THE CITY BULLETIN  
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

1.1 Scope: This proposal is to provide the City of Columbus, Division of Sewerage and Drainage with a Universal Term Contract (blanket type) to purchase an estimated 150,000 gallons of Liquid Sodium Bisulfite (NaHSO<sub>3</sub>) for use in the wastewater treatment applications. The proposed contract will be in effect through March 31, 2019.

1.2 Classification: The successful bidder will provide, deliver, and unload bulk quantities of 38% Liquid Sodium Bisulfite (NaHSO<sub>3</sub>). The supplier will also be required to provide specified safety training sessions. Bidders are required to be authorized dealers or distributors and show experience in providing the chemical(s) as detailed in these specifications.

1.2.1 Bidder Experience: The Liquid Sodium Bisulfite bidder must submit an outline of its experience and history for the past five years.

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

1.2.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 a.m. (local time) on December 5, 2016. Responses will be posted as an amendment to this bid on the City's website no later than 11:00 a.m. (local time) on December 8, 2016. See Section 3.2.4 for additional details.

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.

1.4 The City has eight instructional videos to assist bidders at the portal. Tutorial videos are available to be viewed through You Tube:  
[https://www.youtube.com/channel/UCTIkkGNM7GHITzoqQVNJIA/videos?shelf\\_id=0&view=0&sort=dd](https://www.youtube.com/channel/UCTIkkGNM7GHITzoqQVNJIA/videos?shelf_id=0&view=0&sort=dd)

RFQ003693 - Flexible Repair Couplings

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Department of Public Utilities to enter into a Universal Term Contract for Flexible Repair Couplings (Fernco) to be used for various sewer repair and replacement projects. It is estimated that the Division of Sewerage and Drainage and Division of Water, will spend approximately \$25,000.00 annually from this contract. The proposed contract will be in effect for a period of two (2) years from the date of execution by the City to and including March 31, 2019.

1.2 Classification: The bidder shall submit its standard published catalog(s) and/or website which must identify Fernco brand 1000 Series and Fernco brand 5000 Series flexible couplings, with a price list. Bidders are required to show experience in providing this type of equipment as detailed in these specifications.

1.2.1 Bidder Experience: The Flexible Repair Couplings offeror must submit an outline of its experience and work history in this type of parts and equipment the past five years.

1.2.2 Supplier Standard: Bidders must carry a sufficient inventory or have access to such

THE CITY BULLETIN  
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

inventory to furnish the City's requirement.

1.3 For further instructions on how to submit "Vendor questions" through the Vendor Portal, please see section "add vendor question" provided on page 16 of the "City of Columbus Vendor Services User Guide"

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.

RFQ003726 - Organic Emulsion Polymer UTC

1.1 Scope: This proposal is to provide the City of Columbus, Division of Sewerage & Drainage with a Universal Term Contract (blanket type) to purchase approximately one million eight hundred thousand pounds (1,800,000) annually of an organic emulsion polymer as a sludge conditioner in a sludge dewatering centrifuge process for use in wastewater treatment applications. The proposed contract will be in effect from April 1, 2017 to March 31, 2019.

1.2 Classification: The successful bidder will provide, deliver, and unload bulk and tote size quantities of organic emulsion polymer. The supplier will also be required to provide specified safety training sessions. Bidders are required to be authorized dealers or distributors and show experience in providing the chemical(s) as detailed in these specifications.

1.2.1 Bidder Experience: The organic emulsion polymer bidder must submit an outline of its experience and history for the past five years.

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

1.2.3 Specification Questions: Questions regarding this bid must be sent in writing via email to [vendorservices@columbus.gov](mailto:vendorservices@columbus.gov) no later than 11:00 a.m. (local time) on December 5, 2016. Responses will be posted as an addendum to this bid on the City's website ([vendorservices.columbus.gov](http://vendorservices.columbus.gov)) no later than 11:00 a.m. (local time) on December 8, 2016. See Section 3.2.4 for additional details.

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 - 12/15/2016 4:00:00PM

RFQ003767 - WWTF Prof Const Mgmt Pcm Srv #2

THE CITY BULLETIN  
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

The City of Columbus, Ohio is inviting professional consultant firms or teams including such firms, to submit Proposals to furnish professional construction management services for the City of Columbus, Department of Public Utilities, Division of Sewerage and Drainage (DOSD) for WWTF Professional Construction Management (PCM) Services #2, Project Number CIP 650261-102000, pursuant to Columbus City Code 329. (see full ad attachment)

Pick up packet Schedule: All offerers are required to obtain an RFP information package CD containing the scope of work and instructions on the expected format for the Proposal, on CD only (no paper copies) beginning Wednesday, November 16, 2016. There is no charge for the RFP information package. These may be obtained at:

Treatment Engineering

Division of Sewerage and Drainage 1250 Fairwood Avenue, Room 0020, Columbus, Ohio  
43206-3372 (614) 645-7363

Proposals will be received by the City until 4:00 p.m. EST on Thursday, December 15, 2016. No proposals will be accepted thereafter. Proposals should be directed to:

Raisa L. Pesina, P.E. Treatment Engineering

Division of Sewerage and Drainage 1250 Fairwood Ave. Room 0020 Columbus, Ohio  
43206-3372

Questions will be received by the City until 3:00 pm, EST on Thursday, December 8, 2016 via Email only to Treatment Engineering (TERFP@Columbus.gov). Always include Project Number in the email subject line. No questions will be accepted thereafter. All questions and responses will be shared with all parties obtaining an RFP information package CD.

BID OPENING DATE - 12/21/2016 11:00:00AM

RFQ003283 - Pre-Employment Medical Services for Police and Fire

The City of Columbus Civil Service Commission is soliciting proposals through the Request for Proposals (RFP) process for qualified companies or organizations to provide medical services for pre-employment physicals and/or cardiovascular screening for police officer and firefighter candidates. The selected organization will work with the Civil Service Commission and the Department of Public Safety to screen all new police and fire recruit candidates prior the Police and Fire academy class dates. A one-year contract will be awarded with provisions for two additional one-year contracts. Proposal Submission Deadline: Final date for submission of proposal documents will be no later than 11:00 a.m. on December 21, 2016.

# Public Notices

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

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

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

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

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**Legislation Number:**

**Drafting Date:** 12/2/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Big Darby Accord Advisory Panel 2016 Schedule

**Contact Name:** Christopher Lohr

**Contact Telephone Number:** 614-645-7244

**Contact Email Address:** crlohr@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

**Columbus Closing**

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

December 15, 2015	January 12, 2016
January 12, 2016	February 9, 2016
February 9, 2016	March 8, 2016
March 15, 2016	April 12, 2016
April 12, 2016	May 10, 2016
May 17, 2016	June 14, 2016
June 14, 2016	July 12, 2016
July 12, 2016	August 9, 2016
August 16, 2016	September 13, 2016
September 13, 2016	October 11, 2016
October 11, 2016	November 8, 2016
November 15, 2016	December 13, 2016

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

City of Columbus Planning Division  
Attn: Christopher Lohr  
50 W. Gay St. 4th Fl.  
Columbus OH 43215

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**Legislation Number:** PN0004-2016

**Drafting Date:** 1/7/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title: Monthly Meeting Schedule for the Vehicle for Hire Board**

**Contact Name: Glenn Rutter**

**Contact Telephone Number: 645-8366**

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

**NOTICE  
2016  
MONTHLY MEETING SCHEDULE  
FOR THE VEHICLE FOR HIRE BOARD**

The regular monthly meetings of the Columbus Vehicle for Hire Board will be scheduled for the last Thursday of every month at 9:30 a.m. Location to be determined.

**The dates are as follows:**

January 28, 2016  
February 25, 2016  
March 31, 2016  
April 28, 2016  
May 26, 2016  
June 30, 2016  
July 28, 2016  
August 25, 2016  
September 29, 2016  
October 27, 2016  
November 24, 2016 (Tentative)  
December 29, 2016 (Tentative)

The Vehicle for Hire Board will use reasonable efforts to hold its meetings in conformity with this schedule, but the Board reserves the right to change the date, time, or location of any meeting or to hold additional meetings. To confirm meeting dates, please contact License Officer Glenn Rutter, in the License Section Office at (614) 645-8366 or e-mail [gerutter@columbus.gov](mailto:gerutter@columbus.gov)

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**Legislation Number:** PN0005-2016

**Drafting Date:** 1/7/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title: Monthly Meeting Schedule for Charitable Solicitations Board**

**Contact Name: Jennifer Shicks**

**Contact Phone Number: 645-8366 ext 105**

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

**NOTICE**  
**2016**  
**MONTHLY MEETING SCHEDULE**  
**CHARITABLE SOLICITATIONS BOARD**

The regular monthly meetings of the Columbus Charitable Solicitations Board will be scheduled for the second (2nd) Thursday of every month at 11:00 a.m. The location of the meeting will be the License Section conference Room at 750 Piedmont Road, South Entrance, Columbus, Ohio 43224.

**The dates are as follows:**

January 14, 2016  
February 11, 2016  
March 10, 2016  
April 14, 2016  
May 12 2016  
June 9, 2016  
July 14, 2016  
August - NO MEETING  
September 8, 2016  
October 13, 2016  
November 10, 2016  
December 8, 2016 (Tentative)

The Charitable Solicitations Board will use reasonable efforts to hold its meetings in conformity with this schedule, but the Board reserves the right to change the date, time, or location of any meeting or to hold additional meetings. To confirm meeting dates, please contact License Officer Jennifer Shicks, in the License Section office at (614) 645-8366 ext.105 or e-mail at [jshicks@columbus.gov](mailto:jshicks@columbus.gov)

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**Legislation Number:** PN0006-2016

**Drafting Date:** 1/7/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Monthly Meeting Schedule for Mobile Food Vending Board

**Contact Name:** Ralph Jones

**Contact Telephone Number:** 645-8366

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

**NOTICE**  
**2016**  
**MONTHLY MEETING SCHEDULE**  
**FOR THE MOBILE FOOD VENDING BOARD**

The regular monthly meetings of the Mobile Food Vending Board will be scheduled for the third

Thursday of every month at 9:30 a.m. at the License Section, 750 Piedmont Road.

The dates are as follows:

January 21, 2016  
February 18, 2016  
March 17, 2016  
April 21, 2016

May 19, 2016  
June 16, 2016  
July 21, 2016  
August 18, 2016  
September 15, 2016  
October 20, 2016  
November 17, 2016  
December 15, 2016

The Mobile Food Vending Board will use reasonable efforts to hold its meetings in conformity with this schedule, but the Board reserves the right to change the date, time, or location of any meeting or to hold additional meetings. To confirm meeting dates, please contact License Officer Ralph Jones, in the License Section Office at (614) 645-8366 or e-mail rbjones@columbus.gov

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**Legislation Number:** PN0007-2016

**Drafting Date:** 1/7/2016

**Version:** 1

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

**Matter Type:** Public Notice

**OFFICIAL NOTICE**

**Notice/Advertisement Title:**

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](http://www.columbus.gov/civilservice) and is also posted at the Commission offices located at 77 North Front Street, 3rd Floor, Columbus, Ohio, as well as on the 1st Floor in the City 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 3rd Floor. Applicants interested in City jobs should check our website or visit the Commission offices.

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**Legislation Number:** PN0014-2016

**Drafting Date:** 1/22/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** 2016 Special Event Application and Park Rental Fees

**Contact Name:** Stephanie Brock

**Contact Telephone Number:** 645-5932

Contact Email Address: sybrock@columbus.gov

### 2016 Special Event Application and Park Rental Fees

In researching park rates for dozens of the largest cities around the country we identified that there is no formula that can be copied to determine park rental costs in Columbus. Rates fluctuate from city to city, with many downtown city parks renting for thousands per day. Columbus' riverfront park rental fees have remained at \$50/hour since 2000. For 2016, the fee changes below are still based on a \$50/hr model for events that are free of admission, but the fee is doubled for private/gated events (still much less than other cities).

In the past, as riverfront parks were brought on-line there was no consistency in how park fees were applied. Now that the riverfront parks are connected, uniformity is needed to allow for more efficient management of the parks. Through policy accompanying these rates, each park will now have its own identity and purpose. Uniformity will be visible through implementation of a rental structure based on blocks of time. In the block structure all available riverfront parks can be reserved for a half-day (6 hour) or full day (12 hours), with features such as the Bicentennial Park stage and North Bank Pavilion being made available for an additional fee.

It is also necessary to recognize that event set-up creates an impact on public access to riverfront parks. With several major festivals and over thirty race events scheduled for 2016, event set-up could easily affect the visitor experience. We will continue to provide free community events with one (1) set-day and one (1) tear-down day, per park, at no-charge (Mon-Fri only), however, private/gated events, and those choosing to extend set-up over multiple days, will now pay for use.

**Special Event Application Fee**    **Paid 30 days in advance**    **Paid Less than 30 days**    **Paid Less than 14 days**    **7 Days or less**

2015 \$125    -    -    -  
2016 \$125    \$150    \$200    \$400

\*Late applications require expediting fees as additional administrative time and coordination of park maintenance services are required.

<b>Downtown Park Rental Fees</b>	<b>½ Day Rate</b>	<b>Full Day Rate</b>	<b>Gated/Private Rate</b>	<b>Set-up Days</b>	<b>Tear-down Days</b>
2015-	\$500 (\$50/hr up to 10 hrs)	\$1000 (\$100/hr up to 10 hrs)	-	-	
2016 (20% increase)	\$300 (\$50/hr up to 6 hrs)	\$600 (\$50/hr up to 12 hrs)	\$1200 (\$100/hr up to 12 hrs)	\$500	\$500

**Downtown Parks:** Bicentennial Park, Genoa Park, McFerson Commons, Battelle Park, North Bank Park, West Bank and East Bank/Promenade Park (east side of river between Broad and Rich).

<b>Bicentennial Park Performing Arts Stage Rental</b>	<b>1/2 Day Rate</b>	<b>Full Day Rate</b>	<b>Sound Equipment*</b>
2015 \$500	\$1000 1st day, \$500 each additional day	\$500/day	
2016 \$200	\$400/per day	\$500/per day	

\*Sound equipment rental is not required with rental of stage.

**Coleman Point**    **Mon-Thurs**    **Fri-Sun**

2016 N/A    \$500\*

\*Rate allows access to site from 3PM - 6PM only. Available for rental April 1 - October 1

### 2016 Projected Park Rental Fees

SEE ATTACHED DOCUMENT

**Policy for Regional and Neighborhood Parks**

There is no park rental fee for use of a regional or neighborhood park. However, events must rent all facilities located in the designated park for all event days.

**Parks with an Enclosed Shelter House:**

- Shelter house time blocks must be rented for all event dates, or times that building access is requested- (8a-12p, 1p-5p, 6p-11p). If multiple blocks are rented the hour between rental blocks is free. In order to reserve the entire day, all 3 blocks must be rented. No set-up day charges to parks outside of the downtown boundaries.
- Goodale Park: Gazebo wedding site must be rented at current rate (no charge for gazebo if set-up occurs on Mon-Thurs).
- Whetstone Park: 3 of 4 wedding time slots must be rented on event day in order to reserve full day (\$1500). No charge for wedding slots if event occurs on a city holiday.

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**Race Event Policy/Fee Changes (Summary)**

In order to more efficiently manage the race event permitting process and minimize impact on downtown businesses, public transportation and city departments we propose the following changes. Changes will allow the City to recover costs incurred by all City Departments involved in the permit process (CRPD, CPD, CFD, Public Service), establish custom course fees for new courses outside of downtown, and to establish pre-approved courses which originate at traditional race venues (McFerson Commons, Columbus Commons, Huntington Park and Genoa Park). A base limit of 1000 participants will now be required for a road course, and all race permits issued for parks with enclosed shelter houses will now recognize the facility “block rental” times established by the Permits Office.

**2015 Application Fees**

<b>APPLICATION FEES TRAIL COURSE EXPEDITING FEE*)</b>	<b>NON-PROFIT BASE FEE FOR-PROFIT BASE FEE</b>	<b>NON-PROFIT BASE FEE</b>	<b>TOTAL NON-PROFIT COST(W/ TOTAL FOR-PROFIT COST(WITH EXPEDITING FEE*)</b>	<b>TOTAL NON-PROFIT COST(W/ TOTAL FOR-PROFIT COST(WITH EXPEDITING FEE*)</b>
Less than 1,000 participants	\$100	\$200	\$150	\$300
1,000 - 4,999 participants	\$200	\$400	\$250	\$500
<b>ROAD or COMBINATION COURSE</b>				
Less than 1,000 participants	\$100	\$200	\$500	\$1,000
1,000 - 4,999 participants	\$200	\$400	\$1,000	\$2,000
5,000 - 14,999 participants	\$500	\$1,000	\$2,500	\$5,000
Over 15,000 participants	\$1,000	\$2,000	\$5,000	\$10,000

**Proposed 2016 Application Fees**

<b>APPLICATION FEES FOR-PROFIT BASE FEE</b>	<b>NON-PROFIT BASE FEE</b>	<b>NON-PROFIT BASE FEE</b>	<b>TOTAL NON-PROFIT COST (WITH EXPED. FEE*)</b>	<b>TOTAL NON-PROFIT COST (WITH EXPED. FEE*)</b>
		<b>TOTAL FOR-PROFIT COST (WITH EXPEDITING FEE*)</b>		
up to - 1,999 participants	\$550	\$1,100	\$1,100	\$2,200
2,000-7,499 participants	\$900	\$1,800	\$1,800	\$3,600
7,500-14,999 participants	\$1,500	\$3,000	\$3,000	\$6,000
Over 15,000 participants	\$3,000	\$6,000	\$6,000	\$12,000

**Proposed 2017 Application Fees (represents 25% increase over 2016)**

<b>APPLICATION FEES</b>	<b>NON-PROFIT BASE FEE</b>	<b>NON-PROFIT BASE FEE</b>	<b>TOTAL NON-PROFIT COST (WITH EXPED FEE*)</b>	<b>TOTAL NON-PROFIT COST (WITH EXPED FEE*)</b>
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<b>FOR-PROFIT BASE FEE</b>	<b>TOTAL FOR-PROFIT COST (WITH EXPEDITING FEE*)</b>			
up to - 1,999 participants	\$750	\$1500	\$1,500	\$3,000
2,000-7,499 participants	\$1,250	\$2,500	\$2,500	\$5,000
7,500-14,999 participants	\$2,000	\$4,000	\$4,000	\$8,000
Over 15,000 participants	\$4,000	\$8,000	\$8,000	\$16,000

**Custom Road Courses** - Will be accessed the fees below as they require CPD and Public Service to determine traffic positions, location of course marshals, lane use, parking meter impact, and development of a traffic control plan. One -time fee for custom road course -5K distance or less on streets \$100,5K-10K distance- \$250, 10K to Half Marathon-\$500, Half Marathon -Marathon-\$1000.

**Facility Use**

**Regional and Neighborhood Parks**

Parks with enclosed shelter

\*Shelter house time blocks must be rented for all event dates, or times that building access is requested- (8a-12p, 1p-5p, 6p-11p). If multiple blocks are rented the hour between rental blocks is free. In order to reserve the entire day, all 3 blocks must be rented. No set-up day charges to parks outside of the downtown boundaries (Monday-Thursday only).

Goodale Park- gazebo wedding site must be rented at current rate. (no charge for gazebo if set-up occurs on Mon-Thurs).

Whetstone Park-3 of 4 wedding time slots must be rented on event day in order to reserve full day (\$1500). No charge for wedding slots if event occurs on a city holiday.

**Legislation Number:** PN0015-2015

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

**Version:** 1

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

**Matter Type:** Public Notice

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

**Contact Name:** Roger Cloern

**Contact Telephone Number:** 654-6444

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

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

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

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

**Legislation Number:** PN0161-2016

**Drafting Date:** 7/7/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:**

Columbus Recreation and Parks

2016 Updated Commission Meetings

**Contact Name:** Stephanie Brock  
**Contact Telephone Number:** 614-645-5932  
**Contact Email Address:** sybrock@columbus.gov

**Columbus Recreation and Parks  
2016 Updated Commission Meetings**

*NOTICE OF REGULAR MEETINGS*

*COLUMBUS RECREATION AND PARKS COMMISSION*

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

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

*Wednesday, January 13, 2016 - 1111 East Broad Street, 43205*  
*Wednesday, February 10, 2016 - Cancelled*  
*Wednesday, March 9, 2016 - 1111 East Broad Street, 43205*  
*Wednesday, April 13, 2016 - Glenwood Recreation Center, 1888 Fairmont Ave., 43223*  
*Wednesday, May 11, 2016 - 1111 East Broad Street, 43205*  
*Wed., June 8, 2016 - COAAA Building, 3776 S. High St. Ave., 43207*  
*Wednesday, July 13, 2016 - 1111 East Broad Street, 43205*  
*August Recess - No Meeting*  
*Wed., September 14, 2016 - Driving Park Community Center, 1100 Rhoads Ave., 43206*  
*Wednesday, October 12, 2016 - Adventure Center, 1755 East Broad Street, 43203*  
*Wednesday, November 9, 2016 - 1111 East Broad Street, 43205*  
*Wednesday, December 14, 2016 - Martin Janis Center, 600 East 11th Ave., 43211*

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

Tony A. Collins, Director  
Columbus Recreation and Parks Department

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**Legislation Number:** PN0209-2016

**Drafting Date:** 9/13/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Finance, Health & Human Services, and Workforce Development Committee Meeting

UPDATED

**Contact Name:** Carl G. Williams

**Contact Telephone Number:** (614)645-0854

**Contact Email Address:** [cgwilliams@columbus.gov](mailto:cgwilliams@columbus.gov) <<mailto:cgwilliams@columbus.gov>>

President Pro Tempore Priscilla R. Tyson, chair of the Finance, Health and Human Services and Workforce Development Committee will host a public hearing to review legislation that will be appearing on future City Council agendas.

Legislation will be reviewed for items that will be scheduled to appear in the following committees: **Finance, Health & Human Services and Workforce Development**. Representatives from each of these departments have been asked and will be available to present upcoming legislation.

**Time: Each Meeting will begin at 5:00 p.m.**

**Date(s):**

Tuesday, September 20, 2016

Tuesday, October 4, 2016

Tuesday, October 18, 2016

Tuesday, November 1, 2016

Tuesday, November 15, 2016

Tuesday, November 29, 2016

**Location: Council Chambers Columbus City Hall**

90 West Broad Street, 2nd Floor

Columbus, Ohio 43215

**Public Testimony:**

Public testimony will be accepted. Comments will be limited to three (3) minutes. Individuals wishing to offer testimony must fill out a speaker slip between the hours of 8:00 a.m. and 5:00 p.m. at Columbus City Hall on the day of the hearing.

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**Legislation Number:** PN0231-2016

**Drafting Date:** 10/13/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** CITY TREASURER CITY OF COLUMBUS, OHIO APPLICATION FOR DEPOSIT OF PUBLIC MONEY

**Contact Name:** Deborah L. Klie

**Contact Telephone Number:** 614-645-7737

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

Notice is hereby given in accordance with Chapter 321 of the Columbus City Codes, 1959 to all banks, building and loan or savings associations or companies located in Franklin County, Ohio duly organized under the laws of the State of Ohio or of the United States, that application for deposit of public money for fiscal year 2017 will be accepted by the Columbus Depository Commission at the Office of the Columbus City Auditor, Secretary of said Commission, until 2:00 p.m., Tuesday, December 13, 2016.

Said application shall determine the eligibility of the applicant to receive active and inactive deposits from the Columbus City Treasurer for the period beginning January 1, 2017 and ending December 31, 2017. Said application shall be in such a form prescribed by the Commission and shall contain such information, as the Commission shall require.

Applications may be obtained from the Office of: Deborah L. Klie, City Treasurer, 90 West Broad Street, Columbus, Ohio 43215, telephone 645-7737.

All information and statements contained on said application shall be verified by affidavit.

Address envelope containing application to: Hugh J. Dorrian, Secretary, Columbus Depository Commission, City Hall, 90 West Broad Street, Columbus, Ohio 43215.

By the order of the Columbus Depository Commission.

Deborah L. Klie, Chairperson

Hugh J. Dorrian, Secretary

Joseph A. Lombardi, Member

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**Legislation Number:** PN0261-2016

**Drafting Date:** 11/9/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** City Council Zoning Meeting, November 21, 2016

**Contact Name:** Monique Goins-Ransom

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

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

**REGULAR MEETING NO. 57 OF CITY COUNCIL (ZONING), NOVEMBER 21, 2016 AT 6:30 P.M. IN COUNCIL CHAMBERS.**

**ROLL CALL**

**READING AND DISPOSAL OF THE JOURNAL**

**EMERGENCY, TABLED AND 2ND READING OF 30 DAY LEGISLATION**

**ZONING: PAGE, CHR. E. BROWN M. BROWN HARDIN STINZIANO TYSON KLEIN**

**2793-2016** To rezone 5249 TRABUE ROAD (43228), being 0.82± acres located on the south side of Trabue Road, 200± feet west of Renner Road,  
From: L-M-2, Limited Manufacturing District, To: L-M, Limited Manufacturing District (Rezoning # Z16-049).

**2808-2016** To grant a Variance from the provisions of Sections 3332.035, R-3, Residential District; and 3312.49(B)(C), Minimum number of parking spaces required, of the Columbus City codes; for the property located at 1457 EAST MAIN STREET (43205), to permit a barber shop in the R-3, Residential District, with a reduction in the required number of parking spaces (Council Variance # CV16-056).

**2809-2016** To rezone 815 MICHIGAN AVENUE (43215), being 1.73± acres located at the southwest corner of Michigan and Buttles Avenues, From: M, Manufacturing District, To: AR-1, Apartment Residential District (Rezoning # Z16-024).

**2810-2016** To grant a Variance from the provisions of Sections 3333.02, AR-12, ARLD and AR-1, apartment residential district use; 3321.05(B)(2), Vision clearance; 3333.18(C), Building lines; and 3333.255, Perimeter yard, of the Columbus City Codes; for the property located at 815 MICHIGAN AVENUE (43215), to permit a multi-unit residential development with reduced development standards in the AR-1, Apartment Residential District (Council Variance # CV16-033).

**2835-2016** To rezone 1101 NORTH FOURTH STREET (43201), being 0.21± acres located on the south side of East Fourth Avenue, 133± feet west of North Fourth Street, From: R-4, Residential District, To: C-4, Commercial District (Z16-061).

**2836-2016** To grant a Variance from the provisions of Sections 3356.03, C-4, Commercial uses; 3312.49, Minimum number of required parking spaces; 3312.53, Minimum number of loading spaces required; 3363.19(C), Location requirements; 3372.604(A)(B), Setback requirements; and 3372.609(A), Parking and circulation, of the Columbus City Codes; for the property located at 1101 NORTH FOURTH STREET (43201), to permit the expansion of a brewery and bar with reduced development standards in the C-4, Commercial District (Council Variance # CV16-052).

**2841-2016** To grant a Variance from the provisions of Section 3363.01, M-manufacturing district, of the Columbus City codes; for the property located at 420 EAST FIFTH AVENUE (43201), to permit two apartment units within a mixed use manufacturing/commercial building in the M, Manufacturing District (Council Variance #CV16-064).

**2858-2016** To rezone 1680 GENESSEE AVENUE (43211), being 0.32± acres located on the north side of Genessee Avenue, 160± feet west of Cleveland Avenue, From: R-3, Residential District, To: CPD, Commercial Planned Development District (Rezoning # Z16-040).

**2874-2016** To grant a Variance from the provisions of Sections 3351.03, C-1, Commercial District use; 3312.21, Landscaping and screening; 3312.39, Striping and marking; 3312.43, Required surface for parking; 3372.604, Setback requirements; 3372.607, Landscaping and screening; 3372.609, Parking and circulation; of the Columbus City Codes, for the property located at 827 EAST MAIN STREET (43205), to permit a temporary parking lot with reduced development standards in the C-1, Commercial District (CV16-055).

**2573-2016** To grant a Variance from the provisions of Sections 3333.03, AR-3, Apartment Residential District use; 3312.21, Landscaping and screening; 3321.01(A), Dumpster area; 3321.07(B), Landscaping; and 3333.255, Perimeter yard, of the Columbus City Codes; for the property located at 587 LEHMAN STREET (43206), to permit a 140-unit apartment complex with reduced development standards in the AR-3, Apartment Residential District, and to repeal Ordinance No. 1183-2016, passed May 16, 2016 (Council Variance # CV16-051). *Tabled 10/24/16*

## ADJOURNMENT

**Drafting Date:** 11/10/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Small and Minority Business Public Hearing: Changes to Title 39

**Contact Name:** Zak Davidson

**Contact Telephone Number:** 614-645-5291

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

On November 28th, Councilmember Shannon G. Hardin will convene a public hearing on changes to Title 39 of the Columbus City Code. Title 39 governs the structure and operation of the Office of Diversity and Inclusion which manages minority contracting and workforce diversity for the City of Columbus. To learn about these changes, join us on November 28th at 5 pm in Council Chambers (2nd floor) at Columbus City Hall (90 W. Broad Street).

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**Legislation Number:** PN0263-2016

**Drafting Date:** 11/10/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Hearing schedule for proposed 2017 general fund budget

**Contact Name:** Nicole Harper

**Contact Telephone Number:** 614-645-2932

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

**Tuesday, December 6, 2016 - 4pm**

Third Quarter Review follow by 4:30pm briefing by Administration on 2016 Budget.

**Wednesday, December 7, 2016 - 5pm**

Public Safety Budget Hearing

**Thursday, December 8, 2016 - 3:30pm**

Health & Human Services and Workforce Development Budget Hearings

**Thursday, December 8, 2016 - 5pm**

Public Service & Transportation Budget Hearings

**Thursday, December 8, 2016 - 6pm**

Small & Minority Business Development Budget Hearing

**Thursday, December 8, 2016 - 6:30pm**

Neighborhoods Budget Hearing

**Tuesday, December 13, 2016 - 5pm**

Public Utilities Budget Hearing

**Tuesday, December 13, 2016 - 7pm**

Judiciary and Court Administration Budget Hearing

**Wednesday, December 14, 2016 - 4pm**

Economic Development Budget Hearings

**Thursday, December 15, 2016 - 4pm**

Housing and Recreation & Parks Budget Hearing

**Thursday, December 15, 2016 - 6pm**

Technology Budget Hearing

**Monday, December 19, 2016 - 4pm**

Environment, Administration, and Education Budget Hearing

**\*All dates are subject to change**

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**Legislation Number:** PN0265-2016

**Drafting Date:** 11/11/2016

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Health and Human Services Committee Meeting UPDATED

**Contact Name:** Carl G. Williams

**Contact Telephone Number:** (614)645-0854

**Contact Email Address:** [cgwilliams@columbus.gov](mailto:cgwilliams@columbus.gov) <<mailto:cgwilliams@columbus.gov>>

President Pro Tempore Priscilla R. Tyson, Chair of the Health and Human Services Committee will host a public hearing to review proposed legislation related to Tobacco 21 which will prevent the sale of tobacco products to anyone under the age of 21 in the City of Columbus. This legislation will also require a retail tobacco sales license administered by Columbus Public Health.

The meeting will be held at:

**Time:**

5:00 p.m.

**Date:**

Tuesday, November 22nd 2016

**Location:**

Columbus City Council ChamberS  
90 W. Broad Street, 2nd Floor  
Columbus, Ohio 43215

**Public Testimony:**

Public testimony will be accepted. Comments will be limited to three (3) minutes. Individuals wishing to offer testimony must fill out a speaker slip between the hours of 8:00 a.m. and 5:00 p.m. at Columbus City Hall on the day of the hearing.

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**Legislation Number:** PN0269-2016

**Drafting Date:** 11/14/2016

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

**Version:** 1

**Matter Type:** Public Notice

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

**Contact Name:** Annette Bigham

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

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

During its regular meeting held on Monday, November 14, 2016, the Civil Service Commission passed a motion to revise specification for the classification Building Inspection Manager, retitle it to read Inspection Manager, and amend Rule XI accordingly (Job Code 1771).

During its regular meeting held on Monday, November 14, 2016, the Civil Service Commission passed a motion to revise specification for the classification Equal Business Opportunity Specialist I, retitle it to read Diversity and Inclusion Specialist I, and amend Rule XI accordingly (Job Code 0806).

During its regular meeting held on Monday, November 14, 2016, the Civil Service Commission passed a motion to revise specification for the classification Equal Business Opportunity Specialist II, retitle it to read Diversity and Inclusion Specialist II, and amend Rule XI accordingly (Job Code 0805).

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**Legislation Number:** PN0270-2016

**Drafting Date:** 11/14/2016

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** 5th By Northwest Area Commission Bylaws

**Contact Name:** Toya Johnson

**Contact Telephone Number:** 614-645-1993

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

See attached bylaws

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**Legislation Number:** PN0273-2015

**Drafting Date:** 12/2/2015

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Columbus Art Commission 2016 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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email raisbell@columbus.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline      Hearing Dates  
City of Columbus  
50 W. Gay St., 1st Fl. Room B  
5:00pm

January 6, 2016	January 26, 2016
February 5, 2016	February 23, 2016
March 4, 2016	March 22, 2016
April 1, 2015	April 26, 2016
May 6, 2016	May 24, 2016
June 3, 2016	June 28, 2016
July 1, 2016	July 26, 2016
September 2, 2016	September 27, 2016
October 7, 2016	October 25, 2016
November 4, 2016	November 15, 2016
December 2, 2016	December 20, 2016

**Room is subject to change**

Submission Information:

City of Columbus  
Columbus Planning Division  
Attn: Lori Baudro, AICP  
50 W. Gay St., 4th Floor  
Columbus OH 43215

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**Legislation Number:** PN0274-2015

**Drafting Date:** 12/2/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** East Franklinton Review Board 2016 Meeting Schedule

**Contact Name:** Jackie Yeoman

**Contact Telephone Number:** (614) 645-0663

**Contact Email Address:** [jeyeoman@columbus.gov](mailto:jeyeoman@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline      Regular Meeting\*  
50 W. Gay  
1st Fl. Room A  
3:00pm

January 5, 2016	January 19, 2016
February 2, 2016	February 16, 2016
March 1, 2016	March 15, 2016
April 5, 2016	April 19, 2016
May 3, 2016	May 17, 2016
June 7, 2016	June 21, 2016
July 5, 2016	July 19, 2016
August 2, 2016	August 16, 2016
September 6, 2016	September 20, 2016
October 4, 2016	October 18, 2016
November 1, 2016	November 15, 2016
November 29, 2016	December 13, 2016

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

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

City of Columbus Planning Division  
Attn: Jackie Yeoman  
50 W. Gay St. 4th Fl.  
Columbus OH 43215  
Board Website: [www.columbus.gov/planning/efrb.aspx](http://www.columbus.gov/planning/efrb.aspx)

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**Legislation Number:** PN0275-2015

**Drafting Date:** 12/2/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Rocky Fork-Blacklick Accord 2016 Meeting Schedule

**Contact Name:** Christopher Lohr

**Contact Telephone Number:** (614) 645-7244

**Contact Email Address:** [crlohr@columbus.gov](mailto:crlohr@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline      Hearing Dates

New Albany Village Hall  
99 W. Main St.  
New Albany, OH 43054  
6:00pm

December 24, 2015	January 21, 2016
January 21, 2016	February 18, 2016
February 18, 2016	March 17, 2016
March 24, 2016	April 21, 2016
April 21, 2016	May 19, 2016
May 19, 2016	June 16, 2016
June 23, 2016	July 21, 2016
July 21, 2016	August 18, 2016
August 18, 2016	September 15, 2016
September 22, 2016	October 20, 2016
October 20, 2016	November 17, 2016
November 17, 2016	December 15, 2016

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

City of Columbus Planning Division  
Attn: Christopher Lohr  
50 W. Gay St. 4th Fl.  
Columbus OH 43215

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**Legislation Number:** PN0276-2015

**Drafting Date:** 12/2/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Downtown Commission 2016 Meeting Schedule

**Contact Name:** Daniel Thomas

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

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

Downtown Commission 2016 Meetings

Regular Meeting  
77 N. Front St.  
Columbus STAT Room  
8:30am - 11:00am

January 26, 2016  
February 23, 2016  
March 22, 2016

April 26, 2016  
May 24, 2016  
June 28, 2016  
July 26, 2016  
August 23, 2016  
September 20, 2016  
October 18, 2016  
November 15, 2016  
December 20, 2016  
January 24, 2017

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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation

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**Legislation Number:** PN0277-2015

**Drafting Date:** 12/2/2015

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** University Area Review Board 2016 Meeting Schedule

**Contact Name:** Daniel Ferdelman, AIA

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

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

#### University Area Review Board 2016 Meetings

Date of Submittal	Date of Meeting
	2231 N. High St. (Northwood & High Building) 6:30pm
January 7, 2016	January 21, 2016
February 4, 2016	February 18, 2016
March 3, 2016	March 17, 2016
April 7, 2016	April 21, 2016
May 5, 2016	May 19, 2016
June 2, 2016	June 16, 2016
July 7, 2016	July 21, 2016
August 4, 2016	August 18, 2016
September 1, 2016	September 15, 2016
October 6, 2016	October 20, 2016
November 3, 2016	November 17, 2016
December 1, 2016	December 15, 2016

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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

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**Legislation Number:** PN0278-2015

**Drafting Date:** 12/2/2015

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Land Review Commission 2016 Schedule

**Contact Name:** Kevin Wheeler

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

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

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

50 West Gay Street  
3rd Floor Conference Room  
9:00am

January 21, 2016  
February 18, 2016  
March 17, 2016  
April 21, 2016  
May 19, 2016  
June 16, 2016  
July 21, 2016  
August 18, 2016  
September 15, 2016  
October 20, 2016  
November 17, 2016  
December 15, 2016

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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

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**Legislation Number:** PN0286-2015

**Drafting Date:** 12/9/2015

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** German Village Commission 2016 Meeting Schedule

**Contact Name:** Cristin Moody

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

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

The German Village Commission has its Regular Meeting the 1st Tuesday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by calling 645-8040 or by e-mail to camoody@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Business Meeting Dates (50 W. Gay St., 1st Fl. Rm A.) 12:00pm	Regular Meeting Date German Village Meeting Haus (588 S Third St.) 4:00pm
January 19, 2016	January 26, 2016	February 2, 2016
February 16, 2016	February 23, 2016	March 1, 2016
March 22, 2016	March 29, 2016	April 5, 2016
April 19, 2016	April 26, 2016	May 3, 2016
May 24, 2016	May 31, 2016	June 7, 2016
June 21, 2016	June 28, 2016	July 6, 2016 *
July 19, 2016	July 26, 2016	August 2, 2016
August 23, 2016	August 30, 2016	September 7, 2016 *
September 20, 2016	September 27, 2016	October 4, 2016
October 18, 2016	October 25, 2016	November 1, 2016
November 22, 2016	November 29, 2016	December 6, 2016
December 20, 2016	December 27, 2016	January 3, 2017

\*NOTE: Day Changed to Wednesday

Mail or deliver completed Certificate of Appropriateness applications to:

City of Columbus  
Historic Preservation Office  
50 W. Gay St., 4th Fl.  
Columbus OH 43215-9031

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**Legislation Number:** PN0288-2015

**Drafting Date:** 12/9/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Brewery District Commission 2016 Meeting Schedule

**Contact Name:** James Goodman  
**Contact Telephone Number:** (614) 645-7920  
**Contact Email Address:** jagoodman@columbus.gov

The Brewery District Commission has its Regular Meeting the 1st Thursday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by calling 645-7920 or by e-mail to jagoodman@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Business Meeting Dates (50 W. Gay St. 1st Fl. Rm. A) 12:00pm	Regular Meeting Date (50 W. Gay St. 1st Fl. Rm. B) 6:15pm
December 23, 2015 *	December 30, 2015	January 7, 2016
January 21, 2016	January 28, 2016	February 4, 2016
February 18, 2016	February 25, 2016	March 3, 2016
March 24, 2016	March 31, 2016	April 7, 2016
April 21, 2016	April 28, 2016	May 5, 2016
May 19, 2016	May 26, 2016	June 2, 2016
June 23, 2016	June 30, 2016	July 7, 2016
July 21, 2016	July 28, 2016	August 4, 2016
August 18, 2016	August 25, 2016	September 1, 2016
September 22, 2016	September 29, 2016	October 6, 2016
October 20, 2016	October 27, 2015	November 3, 2016
November 17, 2016	November 22, 2016 *	December 1, 2016
December 22, 2016	December 29, 2016	January 5, 2017

**\*Date change due to Holiday**

Mail or deliver completed Certificate of Appropriateness applications to:

City of Columbus  
Historic Preservation Office  
50 W. Gay St., 4th Fl.  
Columbus OH 43215-9031

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**Legislation Number:** PN0289-2015

**Drafting Date:** 12/9/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Victorian Village Commission 2016 Meeting Schedule

**Contact Name:** James Goodman

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

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

The Victorian Village Commission has its Regular Meeting the 2nd Thursday of every month (barring Holiday exceptions). Copies of the Agenda may be obtained by calling 645-7920 or by e-mail to [jagoodman@columbus.gov](mailto:jagoodman@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Business Meeting Dates (50 W. Gay St., 1st Fl. Rm A.) 12:00pm	Regular Meeting Date (50 W. Gay St., 1st Fl. Rm B.) 6:00pm
December 30, 2015*	January 7, 2016	January 14, 2016
January 28, 2016	February 4, 2016	February 11, 2016
February 25, 2016	March 3 2016	March 10, 2016
March 31, 2016	April 7, 2016	April 14, 2016
April 28, 2016	May 5, 2016	May 12, 2016
May 26, 2016	June 2, 2016	June 9, 2016
June 30, 2016	July 7, 2016	July 14, 2016
July 28, 2016	August 4, 2016	August 11, 2016
August 25, 2016	September 1, 2016	September 8, 2016
September 29, 2016	October 6, 2016	October 13, 2016
October 27, 2016	November 3, 2016	November 10, 2016
November 23, 2016*	December 1, 2016	December 8, 2016
December 29, 2016	January 5, 2017	January 12, 2017

**\*Date change due to Holiday**

Mail or deliver completed Certificate of Appropriateness applications to:

City of Columbus  
Historic Preservation Office  
50 W. Gay St., 4th Fl.  
Columbus OH 43215-9031

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**Legislation Number:** PN0290-2015

**Drafting Date:** 12/9/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Italian Village Commission 2016 Meeting Schedule

**Contact Name:** Connie Torbeck

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

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

The Italian Village Commission has its Regular Meeting the 3rd Tuesday of every month (barring Holiday exceptions). Copies of the

Agenda may be obtained by calling 645-0664 or by e-mail to [cltorbeck@columbus.gov](mailto:cltorbeck@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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Business Meeting Date (50 W. Gay St., 1st Fl. Rm. A.) 12:00pm	Regular Meeting Date (50 W. Gay St., 1st Fl. Rm. B) 6:00pm
January 5, 2016	January 12, 2016	January 19, 2016
February 2, 2016	February 9, 2016	February 16, 2016
March 1, 2016	March 8, 2016	March 15, 2016
April 5, 2016	April 12, 2016	April 19, 2016
May 3, 2016	May 10, 2016	May 17, 2016
June 7, 2016	June 14, 2016	June 21, 2016
July 5, 2016	July 12, 2016	July 19, 2016
August 2, 2016	August 9, 2016	August 16, 2016
September 6, 2016	September 13, 2016	September 20, 2016
October 4, 2016	October 11, 2016	October 18, 2016
November 1, 2016	November 8, 2016	November 15, 2016
December 6, 2016	December 13, 2016	December 20, 2016
January 3, 2017	January 10, 2017	January 17, 2017

Mail or deliver completed Certificate of Appropriateness applications to:

City of Columbus  
Historic Preservation Office  
50 W. Gay St., 4th Fl.  
Columbus OH 43215-9031

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**Legislation Number:** PN0291-2015

**Drafting Date:** 12/9/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Historic Resource Commission 2016 Meeting Schedule

**Contact Name:** Randy F. Black

**Contact Telephone Number:** (614) 645-6821

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

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

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 under the ADA, please call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Application Deadline	Business Meeting Dates (50 W. Gay St., 1st Fl. Rm A) 12:00pm	Regular Meeting Date (50 W. Gay St., 1st Fl. Rm B) 6:00pm
January 7, 2016	January 14, 2016	January 21, 2016
February 4, 2016	February 11, 2016	February 18, 2016
March 3 2016	March 10, 2016	March 17, 2016
April 7, 2016	April 14, 2016	April 21, 2016
May 5, 2016	May 12, 2016	May 19, 2016
June 2, 2016	June 9, 2016	June 16, 2016
July 7, 2016	July 14, 2016	July 21, 2016
August 4, 2016	August 11, 2016	August 18, 2016
September 1, 2016	September 8, 2016	September 15, 2016
October 6, 2016	October 13, 2016	October 20, 2016
November 3, 2016	November 10, 2016	November 17, 2016
December 1, 2016	December 8, 2016	December 15, 2016
January 5, 2017	January 12, 2017	January 19, 2017

Mail or deliver completed Certificate of Appropriateness applications to:

City of Columbus  
Historic Preservation Office  
50 W. Gay St., 4th Fl.  
Columbus OH 43215-9031

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**Legislation Number:** PN0292-2015

**Drafting Date:** 12/9/2015

**Version:** 1

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

**Matter Type:** Public Notice

**Notice/Advertisement Title:** Board of Commission Appeals 2016 Meeting Schedule

**Contact Name:** Randy F Black

**Contact Telephone Number:** (614) 645-6821

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

The Board of Commission Appeals reserves its meeting date on the last Wednesday of every other month (as necessary and barring Holiday exceptions). Special hearing dates may also be scheduled on an "as needed basis" in accordance with Columbus City Code 3118. Copies of the Agenda may be obtained by calling 645-6821 or by e-mail to [rblack@columbus.gov](mailto:rblack@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 under the ADA, please

call the City's ADA Coordinator at (614) 645-6504 or email [raisbell@columbus.gov](mailto:raisbell@columbus.gov) <<mailto:raisbell@columbus.gov>> at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Business Meeting Dates  
(50 W. Gay St., 1st Fl., Rm. A)  
1:00pm

January 27, 2016  
March 30, 2016  
May 25, 2016  
July 27, 2016  
September 28, 2016  
November 30, 2016  
January 25, 2017

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**Legislation Number:** PN0294-2015

**Drafting Date:** 12/16/2015

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

**Version:** 1

**Matter Type:** Public Notice

**Notice/Advertisement Title:** 2016 Recreation and Parks Commission Regular Meeting Schedule  
**Contact Name:** Stephanie Brock  
**Contact Telephone Number:** 614-645-5932  
**Contact Email Address:** sybrock@columbus.gov

***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 13, 2016 - 1111 East Broad Street, 43205**  
**Wednesday, February 10, 2016 - 1533 Alum Industrial Dr. W., 43209**  
**Wednesday, March 9, 2016 - 1111 East Broad Street, 43205**  
**Wednesday, April 13, 2016 - Glenwood Recreation Center, 1888Fairmont Ave., 43223**  
**Wednesday, May 11, 2016 - 1111 East Broad Street, 43205**  
**Wed., June 8, 2016 - Driving Park Recreation Center, 1100 Rhoads Ave., 43206**  
**Wednesday, July 13, 2016 - 1111 East Broad Street, 43205**  
**August Recess - No Meeting**  
**Wednesday, September 14, 2016 - 1111 East Broad Street, 43205**

**Wednesday, October 12, 2016 - Adventure Center, 1755 East Broad Street, 43203**

**Wednesday, November 9, 2016 - 1111 East Broad Street, 43205**

**Wednesday, December 14, 2016 - Martin Janis Center, 600 East 11th Ave., 43211**

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

## 2016 Special Event Application and Park Rental Fees

In researching park rates for dozens of the largest cities around the country we identified that there is no formula that can be copied to determine park rental costs in Columbus. Rates fluctuate from city to city, with many downtown city parks renting for thousands per day. Columbus' riverfront park rental fees have remained at \$50/hour since 2000. For 2016, the fee changes below are still based on a \$50/hr model for events that are free of admission, but the fee is doubled for private/gated events (still much less than other cities).

In the past, as riverfront parks were brought on-line there was no consistency in how park fees were applied. Now that the riverfront parks are connected, uniformity is needed to allow for more efficient management of the parks. Through policy accompanying these rates, each park will now have its own identity and purpose. Uniformity will be visible through implementation of a rental structure based on blocks of time. In the block structure all available riverfront parks can be reserved for a half-day (6 hour) or full day (12 hours), with features such as the Bicentennial Park stage and North Bank Pavilion being made available for an additional fee.

It is also necessary to recognize that event set-up creates an impact on public access to riverfront parks. With several major festivals and over thirty race events scheduled for 2016, event set-up could easily affect the visitor experience. We will continue to provide free community events with one (1) set-day and one (1) tear-down day, per park, at no-charge (Mon-Fri only), however, private/gated events, and those choosing to extend set-up over multiple days, will now pay for use.

Special Event Application Fee	Paid 30 days in advance	Paid Less than 30 days	Paid Less than 14 days	7 Days or less
<b>2015</b>	\$125	-	-	-
<b>2016</b>	\$125	\$150	\$200	\$400

\*Late applications require expediting fees as additional administrative time and coordination of park maintenance services are required.

Downtown Park Rental Fees	½ Day Rate	Full Day Rate	Gated/Private Rate	Set-up Days	Tear-down Days
<b>2015</b>	-	\$500 (\$50/hr up to 10 hrs)	\$1000 (\$100/hr up to 10 hrs)	-	-
<b>2016 (20% increase)</b>	\$300 (\$50/hr up to 6 hrs)	\$600 (\$50/hr up to 12 hrs)	\$1200 (\$100/hr up to 12 hrs)	\$500	\$500
<b>Downtown Parks:</b> Bicentennial Park, Genoa Park, McFerson Commons, Battelle Park, North Bank Park, West Bank and East Bank/Promenade Park (east side of river between Broad and Rich).					

Bicentennial Park Performing Arts Stage Rental	1/2 Day Rate	Full Day Rate	Sound Equipment*
<b>2015</b>	\$500	\$1000 1 <sup>st</sup> day, \$500 each additional day	\$500/day
<b>2016</b>	\$200	\$400/per day	\$500/per day

\*Sound equipment rental is not required with rental of stage.

Coleman Point	Mon-Thurs	Fri-Sun
<b>2016</b>	N/A	\$500*

\*Rate allows access to site from 3PM – 6PM only. Available for rental April 1 – October 1

**2016 Projected Park Rental Fees**

Event	Event Days	Set Up Days	2015 Payment	Notes	2016 Projected Fees	Notes
Arts Festival	3	1	\$3200	-Bicentennial Park (\$2000) -NC for Genoa during construction -Venue Mgr (\$1200) -NC for Genoa -No use of sound system	\$4800	-Bicentennial Park (\$1800) and Genoa Park (\$1800) -1 free set-up day, 1 free tear out day -Bicentennial stage rental (\$1200) -No fee for sound system-not used in 2015
Red, White & Boom	1	5 Genoa 2 NB 2 Bi	\$4000	-NB Pavilion (\$2500) -Bicentennial (\$1000) -Sound System (\$500) -NC for Genoa, McFerson, West Bank or Battelle	\$7700	-Bicentennial Park (\$600), Stage (\$400), Sound System (\$500) -NB Pavilion (\$2500), NB Park (\$600) -Genoa Park (\$600) -1 free set-up and 1 free tear out day per park (\$2500) -NC for West bank, East Bank, McFerson or Battelle
Festival Latino	2	1 Bi Park 1 Genoa	\$2500	-Bicentennial Stage (\$1500) -Sound System (\$1000) -NC for Genoa	\$4200	-Bed tax request proposed \$20,000 reduction -Bicentennial Park (\$1200), Stage \$800, Sound System (\$1000) -Genoa Park (\$1200)
FMMF	2	4	\$3800	-set up days (\$50/hr/min 8hr. day)=\$1600 -park rental \$100/event hour for 22 hours =\$2,200	\$12,850	- McFerson Commons (\$2400), set-up (\$2000) -NB Park (\$2400), set up (\$2000) -NB Pavilion min (\$4050) min rental- no use

**Policy for Regional and Neighborhood Parks**

- **There is no park rental fee for use of a regional or neighborhood park.** However, events must rent all facilities located in the designated park for all event days.

**Parks with an Enclosed Shelter House:**

- Shelter house time blocks must be rented for all event dates, or times that building access is requested- (8a-12p, 1p-5p, 6p-11p). If multiple blocks are rented the hour between rental blocks is free. In order to reserve the entire day, all 3 blocks must be rented. No set-up day charges to parks outside of the downtown boundaries.
- Goodale Park: Gazebo wedding site must be rented at current rate (no charge for gazebo if set-up occurs on Mon-Thurs).
- Whetstone Park: 3 of 4 wedding time slots must be rented on event day in order to reserve full day (\$1500). No charge for wedding slots if event occurs on a city holiday.

### Race Event Policy/Fee Changes (Summary)

In order to more efficiently manage the race event permitting process and minimize impact on downtown businesses, public transportation and city departments we propose the following changes. Changes will allow the City to recover costs incurred by all City Departments involved in the permit process (CRPD, CPD, CFD, Public Service), establish custom course fees for new courses outside of downtown, and to establish pre-approved courses which originate at traditional race venues (McFerson Commons, Columbus Commons, Huntington Park and Genoa Park). A base limit of 1000 participants will now be required for a road course, and all race permits issued for parks with enclosed shelter houses will now recognize the facility “block rental” times established by the Permits Office.

#### 2015 Application Fees

APPLICATION FEES TRAIL COURSE	NON-PROFIT BASE FEE	TOTAL NON-PROFIT COST (WITH EXPEDITING FEE*)	FOR-PROFIT BASE FEE	TOTAL FOR-PROFIT COST (WITH EXPEDITING FEE*)
Less than 1,000 participants	\$100	\$200	\$150	\$300
1,000 – 4,999 participants	\$200	\$400	\$250	\$500
ROAD or COMBINATION COURSE				
Less than 1,000 participants	\$100	\$200	\$500	\$1,000
1,000 – 4,999 participants	\$200	\$400	\$1,000	\$2,000
5,000 – 14,999 participants	\$500	\$1,000	\$2,500	\$5,000
Over 15,000 participants	\$1,000	\$2,000	\$5,000	\$10,000

#### Proposed 2016 Application Fees

APPLICATION FEES	NON-PROFIT BASE FEE	TOTAL NON-PROFIT COST (WITH EXPEDITING FEE*)	FOR-PROFIT BASE FEE	TOTAL FOR-PROFIT COST (WITH EXPEDITING FEE*)
up to – 1,999 participants	\$550	\$1,100	\$1,100	\$2,200
2,000-7,499 participants	\$900	\$1,800	\$1,800	\$3,600
7,500-14,999 participants	\$1,500	\$3,000	\$3,000	\$6,000
Over 15,000 participants	\$3,000	\$6,000	\$6,000	\$12,000

#### Proposed 2017 Application Fees (represents 25% increase over 2016)

APPLICATION FEES	NON-PROFIT BASE FEE	TOTAL NON-PROFIT COST (WITH EXPEDITING FEE*)	FOR-PROFIT BASE FEE	TOTAL FOR-PROFIT COST (WITH EXPEDITING FEE*)
up to – 1,999 participants	\$750	\$1500	\$1,500	\$3,000
2,000-7,499 participants	\$1,250	\$2,500	\$2,500	\$5,000
7,500-14,999 participants	\$2,000	\$4,000	\$4,000	\$8,000
Over 15,000 participants	\$4,000	\$8,000	\$8,000	\$16,000

**Custom Road Courses** – Will be accessed the fees below as they require CPD and Public Service to determine traffic positions, location of course marshals, lane use, parking meter impact, and development of a traffic control plan. One – time fee for custom road course -5K distance or less on streets \$100,5K-10K distance- \$250, 10K to Half Marathon-\$500, Half Marathon –Marathon-\$1000.

### Facility Use

#### Regional and Neighborhood Parks

Parks with enclosed shelter

\*Shelter house time blocks must be rented for all event dates, or times that building access is requested- (8a-12p, 1p-5p, 6p-11p). If multiple blocks are rented the hour between rental blocks is free. In order to reserve the entire day, all 3 blocks must be rented. No set-up day charges to parks outside of the downtown boundaries (Monday-Thursday only).

Goodale Park- gazebo wedding site must be rented at current rate. (no charge for gazebo if set-up occurs on Mon-Thurs).

Whetstone Park-3 of 4 wedding time slots must be rented on event day in order to reserve full day (\$1500). No charge for wedding slots if event occurs on a city holiday.

## **5th BY NORTHWEST AREA COMMISSION BY LAWS**

As adopted on August 1, 2005

(Rev. May 1, 2007 & November 1, 2016)

### **PREAMBLE**

WE, residents, employees and property owners of the City of Columbus in the 5th By Northwest 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, employees and property owners 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 5th By Northwest Area Commission, herein referred to as "Commission".

#### **Section 2.**

The boundaries of the Commission shall be: The alley to the South of West Third Avenue and the alley just West of Westwood Avenue Southward to the alley just South of West Third Avenue then Eastward along said alley to the railroad bridge then North to Third Avenue then East to Olentangy River Road, then North on Olentangy River Road to the City of Columbus, Clinton Township boundary, then Westward to Hess Boulevard, North on Hess Boulevard to Chambers Road, West on Chambers Road to Concord Avenue, then Westward along the Clinton Township, City of Columbus boundary, to Chesapeake Avenue, then Northward along the Clinton Township, City of Columbus boundary to Sells Avenue, East to Kenny Road, North to Kinnear Road, then West to North Star Road, then South on North Star Road to the alley just North of King Avenue then West on said alley to the alley just West of Wyandotte Road then South on said alley to 5th Avenue then East on 5th Avenue to the alley just West of Glenn Avenue then South on the alley to the alley just North of Third Avenue then East to the alley just West of Westwood Avenue then south to the alley just South of Third Avenue.

#### **Section 3.**

Commission area covers 665 acres, has a population of 6,695 with 5,065 households (based on the 2010 census). Land use consists of 52% residential, 24% commercial and office, 11% industrial and warehouse and 13% other.

#### **Section 4.**

These by-laws establish the procedure under which the 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 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.**

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 seven (7) members of the Commission.

**Section 2.**

Members shall serve the following terms of office:

- a. Every member is elected to a two year term that starts January 1 and ends December 31 exactly 24 months later.
  1. During even numbered years, four (4) members of the Commission shall be elected at the November Election Day meeting with a term beginning the following January 1.
  2. During odd numbered years, three (3) members of the Commission shall be elected at the November Election Day meeting with a term beginning the following January 1.
- b. There are no term limits.

**Section 3.**

Members are qualified to run and serve as long as they live, own property or work within the boundaries of the Commission pursuant to Article VII, Section 5. Anyone who does not meet this qualification is prohibited from running and/or becoming a member of the Commission.

**Section 4.**

Vacancies shall be filled as follows:

- a. If a vacancy occurs in the Commission because of resignation, death, disqualification, or other means, the Recording 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.

- b. After providing an opportunity for persons interested in filling the vacancy to indicate their interest to the Commission, the Commission shall vote by individual, private ballots to select a candidate to fill the vacancy for the unexpired term.
- c. Only qualified candidates may seek and be appointed to a vacancy. See Article VII, Section 8 for Commissioner candidate qualifications.

### **Section 5.**

Commission member attendance at meetings shall be regulated according to the following rules:

- a. 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.
- b. The Recording Secretary shall notify in writing or electronic correspondence a Commissioner who has been absent from two such meetings within fifteen days of the second absence.
- c. Absent Commissioners may petition the Chairperson 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 Chairperson thirty-days (30) prior to the absence or within thirty-days (30) after the absence. A commissioner may have no more than 3 absences (including both excused and unexcused absences). After the third (3) absence, the commissioner in question may come up for review with the Commission for expulsion.

### **Section 6.**

The members of the Commission shall be approved and appointed by the Mayor of Columbus in accordance with Chapter 3109 of the City Code. The Chairperson shall notify the Mayor, the City Council and the Department of Development of all appointments, elections, and vacancies within thirty-days (30) of such action.

- a. In the event notification of appointment by the mayor to an area Commission is not received by the City Clerk within thirty-days (30) after; (1) receipt of the certified results of the selection procedure from the appropriate task force or area Commission; or (2) receipt of notice of a vacancy or nomination of a candidate to fill such vacancy, whichever occurs later; each such nominee shall be presumed qualified to serve until actual notice of a mayoral appointment to such position and term is received, and such nominee shall have all the privileges and duties of an area Commission membership during the interim

## **Article III. OFFICERS**

### **Section 1.**

The officers of the Commission shall be a Chairperson, Vice Chairperson, a Treasurer, and a Recording Secretary.

## **Section 2.**

The officers shall be elected by the Commission at the January meeting and shall take office immediately for a two year term according to the following rules:

- a. The Commission shall elect a temporary Recording Secretary for purposes of conducting the officer election.
- b. Members shall nominate themselves or another member and seconded by another member for an officer position.
- c. Once all nominations have been heard, the temporary Recording Secretary shall call for a motion to close nominations and open voting.
- d. Voting shall be done by private ballot.
- e. The temporary Recording Secretary and one other member shall count the votes and the temporary Recording Secretary announce the vote total.
- f. The candidate for each officer position with a plurality of votes wins.

## **Section 3.**

The Chairperson 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 5th By Northwest Area Commission at City Council meetings and other meetings affecting the 5th By Northwest Area.
- e. Notify the Mayor, the City Council and the Department of Development of all appointments, elections, and vacancies within thirty-days (30) of such action.

## **Section 4.**

The Vice Chairperson Shall:

- a. Assist the Chairperson.
- b. Preside at meetings in the absence of the Chairperson.
- c. Have responsibility for managing all committees, the First Vice Chairperson shall be a member of each committee but shall not serve as the chair.
- d. Assist the Chairperson in establishing and distributing the monthly agenda.
- e. Assist the Chairperson as requested and assigned.
- f. Manage and direct digital and physical storage of Commission records.

## **Section 5.**

The Recording Secretary Shall:

- a. Keep meeting minutes and permanently file all resolutions considered by the Commission, as well as a record of all actions taken with the City of Columbus.
- b. 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.

### **Section 6.**

The Treasurer shall:

- a. Receive all monies and approve all payments for the Commission in accordance with Article V.
- b. Prepare and present an Annual Budget for the Commission in accordance with Article V, Section 4.
- 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 November Annual Meeting.
- e. Participate in the preparation of budget of expenditure of any grant moneys.
- 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 7.**

Vice Chairperson shall fill a vacancy in the office of Chairperson. A vacancy in any other position shall be filled in the same manner as the original selection as set forth in Article III, Section 2.

## **Article IV. MEETINGS**

### **Section 1.**

Meeting scheduling and cancelling shall be in accordance to these rules:

- a. The Commission shall hold a regular monthly meeting on the first Tuesday of each month in a public place and shall be open to the public.
- b. A regular meeting may be cancelled or rescheduled by two-thirds vote of the Commission at the regularly scheduled prior meeting of the Commission.
- c. The regular meeting in November shall be the meeting at which new Commissioners are elected and annual reports from the committees are received.
- d. 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 2.**

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

- a. The motion "to reconsider and enter on the minutes" shall never be in order;
- b. The Chairperson 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 five Commissioners. Once a quorum is established, business can be conducted unless the number of Commissioners present drops below three, at which time the meeting is declared adjourned.

## **Section 3.**

The order and allowance for business and comment shall be as follows:

- a. The order of business shall be: Community Liaison Reports, Public Comment; Zoning Committee Business: Other Commission Business.
- b. The Commission shall consider no business unless introduced by a Commissioner or a committee of the Commission.
- c. 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.
- d. Allowance shall be made for public comment on any issue to be voted on by the Commission or a committee of the Commission.
- e. Time shall be allowed following each presentation for Commissioners to discuss and ask questions of the speaker.
- f. At their discretion, the presiding officer may limit the number of speakers to three (3) on each side of an issue and limit the amount of time to speak to three (3) minutes per speaker. Such limitation shall be announced at the beginning of public comments on that issue.

## **Section 4.**

The Commission will vote on issues by roll call and verbal vote. In the situation of a tie, the issue does not pass.

## **Section 5.**

The Chairperson may call special meetings; or the Vice Chairperson 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 Chairperson).

- 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 and filed of each public hearing by the 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 consider zoning cases received and recommended by the Zoning Committee Chair.

- a. Before the Commission shall hear a zoning case, the case must be presented to the Zoning Committee prior to the regular monthly Commission meeting.
- b. The Zoning Committee is obligated to meet all standards of the City of Columbus with regards to zoning cases.

## **Article V. TREASURY & EXPENDITURES**

### **Section 1.**

All Commission monies received and spent shall comply with all fiscal requirements within the memorandum of agreement with the city.

### **Section 2.**

Any monies received shall be deposited immediately by the Treasurer.

### **Section 3.**

The expenditure of monies shall follow these rules:

- a. All purchases must follow the guidelines allowed in current Columbus City Code for Commissioners.
- b. No monies shall be expended or encumbered save pursuant to the Annual Budget.
  - a. 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.
  - b. 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 Chairperson 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 Chairperson and the Treasurer, which then shall report the expenditure at the next regular meeting.

- c. Any Commissioner may request a full Commission vote on any expense reimbursement not itemized in the approved annual budget.

#### **Section 4.**

Within thirty (30) days of receipt of the draft annual agreement with the City of Columbus, the Treasurer shall propose the annual budget to the Commission. At the next regular meeting, the Commission shall review, approve or amend the proposed annual budget with a majority vote.

### **Article VI. COMMITTEES**

#### **Section 1.**

The Commission shall have the following standing committees: Zoning and Community Relations.

#### **Section 2.**

The appointment to these standing committees follows these rules:

- a. The Chairperson shall appoint Commissioners to the standing committees subject to approval by the Commission.
- b. The Chairperson shall consider requests for assignments from all Commissioners but is not bound by those requests.
- c. The initial appointments shall be made at the January meeting.
- d. The terms of office of all members of all committees shall end the beginning of the January meeting.
- e. A vacancy in a committee shall be filled in the manner of the original selection.
- f. To be qualified to be appointment to serve on a committee, a person may or may not be a Commissioner but must live, own property or work within the boundaries of the Commission. Each qualified and appointed committee member will be a voting member on the committee to which he/she serves.

#### **Section 3.**

Rules governing each Committee shall follow:

- a. The Chairperson shall be ex-officio a member of all committees and may elect to be a voting member of any committee at any meeting.
- b. Each committee shall select a chair, and may select other officers and adopt internal rules.
- c. All Committees shall meet on a monthly basis and report at each Commission meeting.

- d. All Committees are required to write a summary of completed activities for the November Annual Meeting.

#### **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; and,
- e. Respond to the general electronic communication with the Commission.

#### **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.
- c. Zoning business brought before the Commission must follow Article IV, Section 7.

#### **Section 6.**

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 7.**

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 8.**

Any Commissioner may attend any meeting of any committee as an ex-officio member.

#### **Section 9.**

In the event a matter overlaps the area of two or more committees, the Chairperson 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 VII. ELECTIONS**

### **Section 1.**

The date, location and order of business of Election Day is as follows:

- a. Election Day shall be held during the November meeting of each year
- b. The Election shall be the first order of business at the November meeting.

### **Section 2.**

Notice of Election Day must be given thirty (30) days before the election, publicizing in at least one newspaper of general circulation within the Commission boundaries, and by such other means as may be available and appropriate, a call for candidates, announcing the elections are to be held, and the places where petitions and copies of the Election Rules may be obtained.

### **Section 3.**

Elections shall be conducted by the following personnel:

- a. The Recording Secretary
- b. A Poll Watcher to watch and review the ballot distribution, collection and counting.
  1. The Poll Watcher is to be motioned and voted upon by the Commission as the first order of business within the Election business.
  2. A Poll Watcher may be any qualified Elector who is not a Commission Candidate.

### **Section 4.**

Elector qualifications are as follows:

- a. Any person eighteen years of age or older who lives, works or owns property within the Commission boundaries may run for office and vote in the election. Electors need not be registered with the Franklin County Board of Elections.
- b. Provide identification and proof of residence, employment, or property owned within the Commission boundaries. Such identification may include, but is not limited to a valid driver's license or state-issued ID, employment pay stub that shows the name, employer address and date stamped within thirty (30) days of the election or a property tax bill that lists the owner's name, address and most recent tax period. Other identification may be accepted at the discretion of the majority vote of the Commission, whose determination shall be final. Affidavits and other sworn statements, by themselves, shall never be sufficient.
- c. Provide identification to the Recording Secretary before they are permitted to vote.

### **Section 5.**

Commissioner Candidate Qualifications are as follows:

- a. Any person eighteen years of age or older who lives, works or owns property within the Commission boundaries may run for office and vote in the election. Candidates need not be registered with the Franklin County Board of Elections.

- b. File a nominating petition for candidacy completed pursuant to the requirements set forth below, for candidacy with the Election Committee at least thirty days prior to Election Day.
- c. Provide identification and proof of residence, employment, or property owned within the Commission boundaries. Such identification may include, but is not limited to a valid driver's license or state-issued ID, employment pay stub that shows the name, employer address and date stamped within thirty (30) days of the election or a property tax bill that lists the owner's name, address and most recent tax period. Other identification may be accepted at the discretion of the majority vote of the Commission, whose determination shall be final. Affidavits and other sworn statements, by themselves, shall never be sufficient.
- d. Provide identification to the Recording Secretary in order to be put in nomination for voting by the Electorate.

## **Section 6.**

The Petition Procedures and Rules are as follows:

- a. All nominations shall be by petition as provided in the Election Rules.
- b. Nominating petitions shall be made available by the Recording Secretary upon request as well as at the September and October monthly meetings prior to Election Day.
- c. A person desiring to qualify as a candidate for election to the Commission shall obtain petitions from the Recording Secretary, and shall at the time of receipt of the petitions, place on file his or her name, signature, residence address, employer or address of property owned, and telephone number. Failure to complete this section upon submission will void this petition.
- d. Each potential candidate must submit a petition containing valid signatures of at least twenty-five (25) persons, age eighteen or older, who reside, work or own property in the Commission.
- e. Each potential candidate must complete and execute the affidavit at the end of the petition prior to its submission to the Recording Secretary at the location specified by the Committee.
- f. The petition must be completed and turned in to the Recording Secretary no more than thirty (30) days prior to Election Day.
- g. If a petition is called into question, the Recording Secretary shall check the validity of the petition signatures for each potential candidate by attempting to contact a representative number of petition signers by telephone. If any discrepancies or possible improprieties are discovered from these contacts, the Recording Secretary shall check all signatures for that potential candidate for validity in a like manner until either twenty-five (25) valid signatures are found or the potential candidate's petition is ruled invalid for lack of sufficient signatures.
- h. If a candidate's petition meets all of the above rules, then the Recording Secretary shall certify the candidate named on the petition within five days of the receipt of the petition.

## **Section 7.**

Ballots shall be produced according to the following rules:

- a. The Recording Secretary shall produce and print the ballots.
- b. Each ballot shall list the name of the certified petition candidates
- c. Each ballot shall clearly state that no more than three (if an Election Day is an odd number year) or no more than four (if an Election Day is an even number year) candidates on a ballot may receive a vote and no candidate shall receive more than one vote per ballot. Any ballot with more than the allotted votes or where one candidate receives more than one vote will be disqualified.
- d. No political party or other organization shall be named on the ballot.

## **Section 8.**

Voting shall be executed according to the following rules:

- a. Electors must show qualifying identification to the Recording Secretary
- b. Upon such verification, the Elector shall register in the poll book, entering signature, residence address, place of employment or property owned and residence phone number.
- c. Voting shall be cast by private ballot.
- d. The Recording Secretary shall record the total ballots reproduced and notify the Poll Watcher.
- e. The Recording Secretary shall distribute the ballots to each qualified Elector with the Poll Watcher in attendance.
- f. Electors shall vote for no more than the allotted number of votes listed on the ballot and may not cast more than one vote for the same candidate. Any ballot with more than the allotted votes or where one candidate receives more than one vote will be disqualified.
- g. Electors are to return the completed ballots back to the Recording Secretary upon the close of the Election period.
- h. No person shall engage in any campaigning on the premises of the polling place during the time the poll is open on Election Day.

## **Section 9.**

The counting of the votes shall be executed according to the following rules:

- a. The Poll Watcher shall be in attendance for all of the counting rules and procedures.
- b. The Recording Secretary shall total the number of ballots received to ensure that no more than the number distributed was returned.
- c. The Recording Secretary shall list the candidates on a sheet of paper and give each candidate a mark according to the marks on the ballots.
- d. Any ballot with more than the allotted number of candidates voted upon or where one candidate received more than one vote on a single ballot shall be disqualified.

- e. The Recording Secretary shall review the tally and the ballots with the Poll Watcher to verify accuracy.
- f. Witnesses: A candidate, or an individual or group supporting or opposing any issues or candidate on the ballot may be represented by a witness in the appropriate polling place. No witness shall directly or indirectly campaign for issues or candidates on the premises of a polling place. A candidate shall not serve as a witness to the voting.

#### **Section 10.**

The results and winners of each race must follow these rules:

- a. The Recording Secretary shall announce the vote totals upon successful review with the Poll Watcher.
- b. The top three (3) candidates if it is an odd number year or the top four (4) candidates if it is an even number year receiving a plurality of valid votes cast shall be the winners.
- c. In the event of a tie vote, the relevant ballots shall be recounted, and if the tie vote is verified, a coin toss shall decide the winner.
- d. The Chairperson shall, on behalf of the Area Commission, notify the Office of the Mayor of the City of Columbus, in writing, within thirty days of election results.

#### **Section 11.**

Any disputes in the election results will require a special committee to be formed according to the ad hoc committee rules in Article V, Section 8. This special committee will review the petitions, Elector sign-in sheet and ballots. Rules for the special committee shall be set at the formation of this special committee.

### **Article VIII. 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.