

Columbus City Bulletin



**Bulletin #34
August 22, 2020**

Proceedings of City Council

Saturday, August 22, 2020



SIGNING OF LEGISLATION

(Note: There was no City Council meeting on *Monday, August 17, 2020*; 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 - 8/25/2020 1:00:00PM

RFQ016161 - UIRF Agler Road Sidewalks

1.1 Scope: The City of Columbus, Department of Public Service is receiving bids until August 25, 2020 at 1:00 P.M. local time, for construction services for the UIRF - Agler Road Sidewalks Re-Bid project. Bids are to be submitted only at www.bidexpress.com. Hard copies shall not be accepted.

This project will install new sidewalk on the north side of Agler Road from Cassady Avenue to Citygate Drive and on both sides of Gatewood Road from Agler Road to existing sidewalk approximately 80' north of Agler Road. The project will install approximately 2200 linear feet of walk.

A pre-bid meeting will not be held.

All questions concerning this project are to be sent to capitalprojects@columbus.gov. The last day to submit questions is August 14, 2020; phone calls will not be accepted.

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.

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. 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.

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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 in order to sign up.

BID OPENING DATE - 8/25/2020 2:00:00PM

RFQ016204 - Olentangy Trail - Arena District Connector Bridge

The City of Columbus (hereinafter "City") is accepting bids for Olentangy Trail – Arena District Connector the work for which consists of construction of a pedestrian bridge structure, asphalt pavement, lighting, electric utilities, erosion control, stormwater management feature and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

Bids will only be received electronically by the City of Columbus, Department of Recreation & Parks via Bid Express (www.bidexpress.com). Bids are due August 25th, 2020 at 2:00 pm local time.

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

The City anticipates issuing a notice to proceed on or about October 1, 2020. All work shall be substantially complete by July 30, 2021 .

Questions pertaining to the drawings and specifications must be submitted in writing only to Columbus Recreation & Parks, ATTN: Brad Westall via email at brwestall@columbus.gov prior to Monday, August 17th, 2020 at 2:00 pm local time.

RFQ016233 - Shelter House Renovations 2019 - North Bank&Goodale Shelters

The City of Columbus (hereinafter "City") is accepting bids for Shelter House Renovations 2019: Northbank & Goodale Shelters, the work for which consists of Northbank: New canopy with site work, interior renovation of touch-up space and serving area; Goodale: Window replacement, interior renovation of meeting, restroom fixture replacement and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

Bids will only be received electronically by the City of Columbus, Department of Recreation & Parks via Bid Express (www.bidexpress.com). Bids are due [8/25/2020] at [2pm] local time. Bidders are welcome to attend the public bid opening, to be held at 1111 East Broad Street, Columbus, OH 43205.

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

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Aa pre-bid conference will be held for this project Wednesday August 12th for this project. Starting at 10am at North Bank Shelterhouse, 311 W Long St, Columbus, OH 43215 and then immediately following traveling to Goodale Shelterhouse, 120 W Goodale St, Columbus, OH 43215

Questions will be answered onsite, additionally, submit questions as directed below.

COVID-19 PROTOCOL WILL BE MAINTAINED DURING THE CONFERENCE. MASKS ARE REQUIRED AND 6 FOOT DISTANCING IS TO BE MAINTAINED AT ALL TIMES.

Questions pertaining to the drawings and specifications must be submitted in writing only to Columbus Recreation & Parks, ATTN: Rachael Dorothy, via email at rrdorothy@columbus.gov prior to Friday, August 14 at 2 pm local time.

BID OPENING DATE - 8/26/2020 3:00:00PM

RFQ016102 - Street Lighting Improvements for Cleveland Ave.

The City of Columbus is accepting bids for UIRF # 440007-100023 Street Lighting Improvements for Cleveland Ave. (Chittenden Ave. to Hudson St). This project constructs an underground decorative street lighting system improvement on the following thoroughfare: Cleveland Avenue, from Chittenden Ave. to Hudson St. The project consists of installing (113) decorative street lights poles, with LED post top luminaires. The project will also install a new 3-wire system with a new pad-mount controller, in accordance with the plans and specifications (Drawing #13E0221) and City of Columbus Construction and Material Specifications set forth in this Invitation for Bid (IFB) and other such work as may be necessary to complete the contract.

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due Wednesday August 26, 2020 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing via email only to The City of Columbus Division of Power Project Manager Scott A. Wolfe at sawolfe@columbus.gov prior to August 13, 2020 at 3:00 PM local time. Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov

RFQ016129 - PAWP - HVAC Improvements CIP 690513-100000

he City of Columbus is accepting bids for PAWP - HVAC Improvements (CIP: 690513-100000, Contract: 2193), the work for which consists of: HVAC equipment replacement/modifications, associated electrical work, Supervisory Control and Data Acquisition (SCADA) relocation/testing, associated architectural work/upgrades, associated structural work, hazardous abatement, and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set

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forth in this Invitation For Bid (IFB).

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due August 26 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing only to Advanced Engineering Consultants, Ltd, ATTN: Brian Johnson, P.E., via email at BrianJ@aecmep.com prior to Wednesday, August 19, 3:00 PM local time. Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov.

BID OPENING DATE - 8/27/2020 11:00:00AM

RFQ016202 - UPFIT BID DIVISION

1.0 Background: The City of Columbus, Division of Fleet estimates (25) twenty five vehicles in need of parts and upfitting services for 2020. The following upfitting service packages are needed for 2020:

- (4) Four Command Staff vehicles
- (3) Three Bomb Squad K-9 vehicles
- (1) R&P truck cap and slide out
- (3) Three Weights and Measures vehicles
- (1) One Fire Prevention 18 vehicle
- (1) One Fire Prevention20 vehicle
- (8) Eight Station Trucks
- (2) Two Transit supply vehicles
- (1) R&P Center without walls van
- (1) R&P Center without walls trailer

1.1 Scope: It is the intent of the City of Columbus to obtain formal bids to establish a onetime Contract for the purchase of parts and upfitting services for 2020 or current model year vehicles for use by the Division of Fire, R&P, and Weights & Measures.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Thursday, August 13, 2020. Responses will be posted on the RFQ on Vendor Services no later than Monday, August 17, 2020 at 4:00 pm.

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

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RFQ016209 - Agilent 7800 ICP-MS

1.1 Scope: It is the intent of the City of Columbus, Division/Department of Public Utilities to obtain formal bids to establish a contract for the purchase, installation and training of an Inductively Coupled Plasma Mass Spectroscopy (ICP-MS) to be used by the Water Quality Assurance Laboratory for the testing of metals in drinking and source water.

1.2 Classification: The contract resulting from this bid proposal will provide for the purchase and delivery of an Agilent 7800 ICP-MS. All Offerors must document the manufacture certified reseller partnership. Bidders are required to show experience in providing this type of equipment and warranty service as detailed in these specifications.

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

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

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, August 17, 2020 at 11:00 am. Responses will be posted on the RFQ on Vendor Services no later than Thursday, August 20, 2020 at 11:00 am.

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

BID OPENING DATE - 8/28/2020 1:00:00PM

RFQ016105 - Solar Power Purchase Agreement for

The City is seeking proposals from qualified Vendors to finance, design, install, commission and maintain solar photovoltaic (PV) power systems at various City properties (i.e., the Project). The City intends to contract with one Vendor to complete the work at all project locations identified herein. The City will not own or manage the work, but coordination and communication with various City representatives will be required during the design and construction process to ensure safety, housekeeping, and other design and construction measures are consistent with City standards. Additionally, the City intends to retain and retire the renewable energy credits (RECs) from the systems in support of the City's climate goals. The City desires to have the systems operational in 2021. The Division of Power, the customer of the PPA contract, will be the offtaker of the electricity produced. No pre-proposal meeting will be held. All RFP documents shall be downloaded from Bonfire at <https://columbus.bonfirehub.com/projects/view/29673>. Hard copies will not be provided. Proposals shall be uploaded to the Bonfire website at <https://columbus.bonfirehub.com/projects/view/29673>. Proposals will be received by the City until 1:00PM Local Time on Friday, August 28, 2020. No proposals will be accepted thereafter. Direct Proposals to: <https://columbus.bonfirehub.com/projects/view/29673>. No hard copy proposals will be received nor considered. Direct questions via e-mail only to: Contract Manager,

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DPUCapitalRFP@columbus.gov. No contact is to be made with the City other than with the Contract Manager through e-mail with respect to this proposal or its status. The deadline for questions is August 19, 2020. Answers to questions received will be posted on the City's Vendor Services web site via addendum by August 21, 2020.

RFQ016162 - Dept. of Water Professional Construction Management Services

The City of Columbus, Ohio, Department of Public Utilities, Division of Water is soliciting detailed technical proposals to provide Professional Construction Management (PCM) services. The PCM team shall assist the City with managing a capital improvement program consisting of multiple capital improvement projects to ensure completion in accordance with design requirements and City's needs, while serving as a liaison between the construction contractor, design professional (DP), and City personnel. The PCM team shall furnish all necessary competent personnel, equipment, and materials to perform the work, which will generally consist of program support services, design phase services, and construction management services. No pre-proposal meeting will be held. All RFP documents shall be downloaded from Bonfire at <https://columbus.bonfirehub.com/projects/view/29987>. Hard copies will not be provided. Proposals shall be uploaded to the Bonfire website at <https://columbus.bonfirehub.com/projects/view/29987>. Proposals will be received by the City until 1:00PM Local Time on Friday, August 28, 2020. No proposals will be accepted thereafter. Direct Proposals to: <https://columbus.bonfirehub.com/projects/view/29987>. No hard copy proposals will be received nor considered. Direct questions via e-mail only to: Contract Manager, DPUCapitalRFP@columbus.gov. No contact is to be made with the City other than with the Contract Manager through e-mail with respect to this proposal or its status. The deadline for questions is August 19, 2020. Answers to questions received will be posted on the City's Vendor Services web site via addendum by August 21, 2020.

BID OPENING DATE - 9/2/2020 3:00:00PM

RFQ016093 - Facilities & Equip. Upgrade for WSST

The City of Columbus is accepting bids for Jackson Pike Wastewater Treatment Plant, Facilities and Equipment Upgrade For Whittier Street Storm Tanks, CIP # 650258-100001, Contract J221, the work for which consists of facilities and equipment upgrade and rehabilitation and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set forth in the Invitation For Bid (IFB).

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due September 2, 2020 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

PRE-BID CONFERENCE

The contracting agency will not be holding a pre-bid conference.

QUESTIONS

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Questions pertaining to the drawings and specifications must be submitted in writing only to the Hatch Associates Consultants Inc., ATTN: Hasan Alkhayri, via email at hasan.alkhayri@hatch.com prior to August 12, 2020 at 10am local time. Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov.

RFQ016283 - Harrington Ct. Area Water Line Improvements

The City of Columbus (hereinafter "City") is accepting bids for Harrington Ct Area Water Line Improvements, CIP 690236-100091, the work for which consists of approximately 8,400 linear feet of 6-inch, 8-inch, and 12-inch water mains, 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). Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due Wednesday, September 2, 2020 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

PRE-BID CONFERENCE

There will be no pre-bid conference for this project. Submit questions as directed below.

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 prior to Wednesday, August 26, 2020 at 3:00 P.M. local time. Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov.

BID OPENING DATE - 9/3/2020 11:00:00AM

RFQ016083 - Bucket Trucks UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: The City of Columbus is seeking Request for Proposals in response to a Best Value Procurement (BVP) to enter into a Universal Term Contract (indefinite quantity) to purchase various sizes of Bucket Trucks to be used by multiple City agencies. The City will negotiate a contract with the selected vendor(s) for a term of two (2) years beginning the date of execution through September 30, 2022 with one additional one year extension option.

1.2 Classification: The contract resulting from the BVP will provide for the purchase and delivery of Bucket Trucks to be used by various City agencies.

1.3 Specification Questions: Questions regarding this BVP must be submitted on the Bonfire portal by 11:00 am Monday, August 3, 2020. Responses will be posted on the RFQ on Vendor Services no later than Monday, August 10, 2020 at 4:00 pm.

1.4 For additional information concerning this BVP, including procedures on how to submit a

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proposal, you must go to the City of Columbus Bonfire web site at <https://columbus.bonfirehub.com/opportunities/29529> and view this bid number detailed instructions. Bid proposal specifications are available through the following link: <https://columbus.bonfirehub.com/opportunities/29529>

RFQ016219 - FLEET UPFIT BID POLICE

1.0 Background: The City of Columbus, Division of Fleet estimates (23) twenty three vehicles in need of parts and upfitting services for 2020. The following upfitting service packages are needed for 2020:

- (2) Two Command Staff vehicles
- (1) Mounted Unit pickup truck
- (1) Bike Patrol pickup truck
- (2) Two Crime Scene Search Unit vehicles
- (15) Lights and siren install
- (1) Dive Team Van
- (1) Dive Team Truck
- (67) MagTeK

1.1 Scope: It is the intent of the City of Columbus to obtain formal bids to establish a onetime contract for the purchase of parts and upfitting services for 2020 or current model year vehicles for use by the Division of Police. These vehicles will be provided by the City of Columbus.

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Friday, August 14, 2020. Responses will be posted on the RFQ on Vendor Services no later than Tuesday, August 18, 2020 at 4:00 pm.

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

RFQ016245 - DPS - Infrastructure - Upfit on (2) Ford F-350

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: It is the intent of the City of Columbus, Division of Infrastructure Management to obtain formal bids to establish a contract for parts and installation up-fits for two (2) City supplied vehicles, two (2) F350 Super Cab's. The trucks will need to be picked up and delivered from the City of Columbus Fleet facility.

1.2 Classification: The contract resulting from this bid proposal will provide pick up and deliver of the F350 pickup trucks up-fitted as described in the following specifications of this bid. The installation cost will include all related components (wiring/control module/cab command controls/hydraulics end etc.). Bidders are required to show experience in providing these types of equipment and warranty service as detailed in these specifications.

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

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

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

RFQ016250 - Munitions UTC

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (blanket type) to purchase Munitions to be used by the Division of Police. The proposed contract will be in effect through October 31, 2022.

1.2 Classification: The successful bidder will provide and deliver the identified Munitions. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

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

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

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 am Monday, August 24, 2020. Responses will be posted on the RFQ on Vendor Services no later than Thursday, August 27, 2020 at 11:00 am.

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

BID OPENING DATE - 9/4/2020 12:00:00PM

RFQ016278 - Aquatics Center UV System

INTRODUCTION

The City of Columbus is accepting Bids for the purchase and installation of a medium pressure UV disinfection system at the Columbus Aquatics Center Wading Pool (1160 Hunter Ave., Columbus, OH 43201), the work for which consists of procurement and installation of one Medium pressure UV secondary disinfection system.

This IFB contains the following sections:

- Advertisement for Bids - This section provides a brief overview of the project and Bidding process. Return this section with your Bid.
- Scope of Services – This section describes the work to be performed and requirements for

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performing the work.

All materials submitted in response to this advertisement will become part of the awarded contract; will become the property of the city; will not be returned; and will be considered public records subject to disclosure as contemplated by Ohio Revised Code Section 149.43. All materials received will be open to the public once the sealed Bids are publicly opened and/or read.

WHERE & WHEN TO SUBMIT BID

Bids will be received by the City of Columbus, Recreation & Parks Department, Design and Construction until 9/4/2020 at 12:00 pm local time. The bid should be emailed to Keith May at kamay@columbus.gov.

PRE-BID CONFERENCE

The City will be holding a pre-bid conference on 8/24/2020 beginning at 10:00 am local time. Attendance is mandatory for bidding. It will be held at 1160 Hunter Ave., Columbus, OH 43201

NOTICE TO PROCEED/CONTRACT COMPLETION

The City anticipates issuing a notice to proceed on or about 9/25/2020. All work shall be substantially complete by 11/27/2020.

BID OPENING DATE - 9/9/2020 3:00:00PM

RFQ016194 - Fairwood Facility Methane Detector Replacement

The City of Columbus is accepting bids for FAIRWOOD FACILITY: METHANE DETECTOR REPLACEMENT, CIP NO. 650260-106002, CONTRACT NO. SCP 04FW, the work for which consists of the removal of existing methane detectors and installation of a proposed methane detection system, security gates, all associated appurtenances, and other such work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, and City of Columbus Construction and Material Specifications as set forth in this Invitation For Bid (IFB).

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due September 9, 2020 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing only to the Design Professional, T&M Associates, ATTN: Katherine Schaad, P.E., via fax at 614.389.7082, or email at kschaad@tandmassociates.com prior to September 2, 2020 by 5:00 PM local time.

Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov.

RFQ016198 - Roof Redirection - Clintonville 1 Blenheim / Glencoe, Area 2

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The City of Columbus is accepting bids for Roof Redirection – Clintonville 1 Blenheim / Glencoe Area 2, CIP 650871-110177 the work for which consists of replacing or redirecting downspout drain tiles from up to 493 houses and other such work as may be necessary to complete the contract, in accordance with the plans and specifications set forth in the Invitation For Bid.

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due September 9, 2020, at 3:00 P.M. local time.

SPECIFICATIONS

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

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing only to the City of Columbus ATTN: Fang Cheng, PhD, P.E via email at facheng@columbus.gov prior to 5:00 PM on September 2, 2020 local time.

BID OPENING DATE - 9/10/2020 11:00:00AM

RFQ016262 - Thermoplastic Glass Beads UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract to purchase moisture proof reflective glass spheres with thermoplastic pavement marking. These materials will be used by City personnel for various roadway projects throughout the City. The proposed contract will be in effect through October 31, 2023.

1.2 Classification: The successful bidder will provide and deliver moisture proof reflective glass spheres, "State of Ohio Type C". Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

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

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

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

RFQ016290 - Laboratory, Specialty and Industrial Gases UTC

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1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (blanket type) for the purchase of specialty and industrial gases to be used for laboratory, welding and medical use. The proposed contract will be in effect through November 30, 2022.

1.2 Classification: The successful bidder will provide and deliver laboratory, specialty and industrial gases to various agencies. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications. Bidders are also asked to submit a standard published price list or catalogs covering items not specifically noted.

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

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

1.3 For additional information concerning this bid, including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this bid number RFQ016290.

BID OPENING DATE - 9/10/2020 2:00:00PM

RFQ016328 - CRPD Aquatics Study 2020 RFP

The Columbus Recreation and Parks Department is working to develop a sustainable aquatics system that serves the residents of Columbus. This study will help Recreation and Parks Department leadership make key decisions about the future of the aquatics program. As funding becomes available findings from this study will provide a framework of pool facilities that will best meet the needs of the city as a whole in the future.

The Columbus Recreation and Parks Department is seeking proposals from qualified Architectural/Engineering firms to prepare a study that includes two phases from analysis of existing facilities through potential expansion in underserved markets.

Proposals will be received by the City until 2:00 PM on September 10, 2020. Proposals received after this date and time may be rejected by the City.

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

Hard Copies via mail or hand delivery:

Columbus Recreation and Parks Department
1111 East Broad Street, Suite 101---Kathy Spatz
Columbus, OH 43205

e-mail: kaspatz@columbus.gov

Direct questions via e-mail only to: Kathy Spatz at kaspatz@columbus.gov.

BID OPENING DATE - 9/15/2020 5:00:00PM

THE CITY BULLETIN
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

RFQ016187 - Consultant - Mayor's 2021 Small Business Conference

The City of Columbus, Ohio Office of Diversity and Inclusion is soliciting proposals through the request for proposals (RFP) process to obtain Professional Consulting Services to assist in the planning, marketing and execution of The Mayor's 2021 Small Business Conference & Opportunity Exchange. Find more information and submit proposals at <https://columbus.bonfirehub.com/projects/view/30176>.

BID OPENING DATE - 9/17/2020 1:01:00AM

RFQ016266 - Small Engine & Grounds Equip UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract (blanket type) to purchase Small Engine and Grounds Equipment Parts to be used as OEM repair parts for City of Columbus owned equipment. The proposed contract will be in effect through November 30, 2023

1.2 Classification: The successful bidder will provide and deliver OEM Grounds equipment and Small engine parts with the manufacturers listed on the proposal document. Bidders are asked to quote discounts off price list/catalog pricing. Bidders are required to show experience in providing this type of material and/or services as detailed in these specifications.

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

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

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

BID OPENING DATE - 9/17/2020 11:00:00AM

RFQ016210 - Traffic Signal TS-2 Control Equip UTC

THE CITY BULLETIN
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract to purchase traffic signal TS-2 control cabinet equipment to be installed at traffic signals throughout the City of Columbus. The proposed contract will be in effect through November 30, 2023.

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

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

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

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

BID OPENING DATE - 10/1/2020 11:00:00AM

RFQ016252 - Paint, Finishes and Tools UTC

1.0 SCOPE AND CLASSIFICATION

1.1 Scope: This proposal is to provide the City of Columbus with a Universal Term Contract to purchase paint, finishes, coatings and tools to be used for maintenance and repairs of interior and exterior surfaces throughout the City of Columbus. The proposed contract will be in effect through October 31, 2022.

1.2 Classification: The successful bidder will provide and deliver prepackaged paint, coatings, finishes, and tools. Bidders are asked to quote a firm, fixed price list and/or catalog pricing. Bidders are required to show experience in providing this type of material as detailed in these specifications.

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

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

1.3 Specification Questions: Questions regarding this bid must be submitted on the Vendor Services portal by 11:00 AM Thursday, September 17, 2020. Responses will be posted on the RFQ on Vendor Services portal no later than Thursday, September 24, 2020, 11:00 AM.

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

THE CITY BULLETIN
BIDS WANTED - PURCHASING OFFICE AND OTHER DIVISIONS

1.5 For additional information concerning this request, RFQ016252 including procedures on how to submit a proposal, you must go to the City of Columbus Vendor Services web site at <http://vendors.columbus.gov/sites/public> and view this Case ID number, RFQ016252.

BID OPENING DATE - 10/14/2020 3:00:00PM

RFQ016126 - Lower Olentangy Tunnel

The City of Columbus is accepting bids for Lower Olentangy Tunnel, CIP 650724-100000. The project consists of the construction of approximately 17,000 linear feet of 12-foot minimum diameter sewer via tunnel boring machine through soft-ground, mixed-face conditions and a short section of shale. The project also includes 335 linear feet of 12-foot diameter sewer via sequential excavation through karstic limestone, and approximately 1,075 linear feet of 90-inch combined sewer to be constructed via curved microtunnel through soft-ground. Construction also includes five (5) shafts, three (3) diversion structures, four (4) relief structures, and three (3) jack and bores. The project will include ancillary utility, odor control, instrumentation, electrical work, maintenance and operating instructions; training; start-up; testing; commissioning; and other such work as may be necessary to complete the contract as shown on the detailed drawings and as specified in the contract specifications.

WHERE & WHEN TO SUBMIT BID

Bids will only be received electronically by the City of Columbus, Department of Public Utilities via Bid Express (www.bidexpress.com). Bids are due October 14, 2020 at 3:00 P.M. local time. Bids will be opened electronically and responding bids will immediately be posted to Bid Express as "Apparent Bids."

DRAWINGS AND TECHNICAL SPECIFICATIONS

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

QUESTIONS

Questions pertaining to the drawings and specifications must be submitted in writing only to DLZ Corporation, ATTN: Jeff Murphy, via email at jmurphy@dlz.com at least fourteen (14) days prior to the date fixed for the opening. Any questions regarding the bidding process may be sent electronically to DPUConstructionBids@columbus.gov, copying jmurphy@dlz.com.

Public Notices

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

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

**City of Columbus
City Bulletin Report**

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

Legislation Number: PN0002-2020

Drafting Date: 12/20/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: Land Review Commission 2020 Schedule -- UPDATED

Contact Name: Mark Lundine

Contact Telephone Number: 614-645-1693

Contact Email Address: malundine@columbus.gov

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

111 N. Front St., **Hearing Room #204**
Columbus, OH 43215
9:00am

February 20, 2020

March 19, 2020

April 16, 2020

May 21, 2020

June 18, 2020

July 16, 2020

August 20, 2020

September 17, 2020

October 15, 2020

November 19, 2020

December 17, 2020

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

Legislation Number: PN0004-2020

Drafting Date: 12/23/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: Community Relations Meeting Schedule 2020

Contact Name: Pedro Mejia

Contact Telephone Number: 614-645-8141

Contact Email Address: pdmejia@columbus.gov

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

Thursday, January 23, 2020, 9:00 a.m. - 10:00 a.m.
Thursday, March 26, 2020, 9:00 a.m. - 10:00 a.m.
Thursday, May 14, 2020, 9:00 a.m. - 10:00 a.m.
Thursday, July 23, 2020, 9:00 a.m. - 10:00 a.m.
Thursday, September 24, 2020, 9:00 a.m. - 10:00 a.m.
Thursday, November 19, 2019 9:00 a.m. - 10:00 a.m. Full meeting followed by retreat.

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

Legislation Number: PN0007-2020

Drafting Date: 12/30/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title:
Columbus Recreation and Parks
2020 Commission Meetings

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

**Columbus Recreation and Parks
2020 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 8, 2020 - 1111 East Broad Street, 43205
Wednesday, February 12, 2020 - 1111 East Broad Street, 43205
Wednesday, March 11, 2020 - Barnett Community Center

April 2020 - No Meeting

Wednesday, May 13, 2020 - Video web meeting via the following link: <<https://us02web.zoom.us/j/83761244339>>
Meeting ID: 837 6124 4339

Phone Number +1-929-205-6099, Conference Code 83761244339#

Wednesday, June 10, 2020 - Video web meeting via the following link: <<https://us02web.zoom.us/j/89850871893>>
Meeting ID: 898 5087 1893

Phone Number +1-312-626-6799, Conference Code 89850871893#

Wednesday, July 8, 2020 - 1111 East Broad Street, 43205

August Recess - No Meeting

Wednesday, September 9, 2020 - 1111 East Broad Street, 43205

Wednesday, October 14, 2020 - 1111 East Broad Street, 43205

Thursday, November 12, 2016 - 1111 East Broad Street, 43205

Wednesday, December 9, 2016 - M1111 East Broad Street, 43205

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

Paul R. Rakosky, Director
Columbus Recreation and Parks Department

Legislation Number: PN0010-2020

Drafting Date: 12/31/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title:

Columbus Recreation and Parks
2020 Tree Sub-Commission Meetings

Contact Name: Aniko Williams
Contact Telephone Number: 614-645-5238
Contact Email Address: ARWilliams@columbus.gov

Columbus Recreation and Parks
2020 Tree Sub-Commission Meetings

NOTICE OF BI-MONTHLY MEETINGS

COLUMBUS RECREATION AND PARKS TREE SUBCOMMISSION

Please take notice that meetings of the Recreation and Parks Tree Sub Commission will be held at 12:00p.m. on the following dates and locations (unless otherwise posted):

Wednesday, January 8, 2020 - 1533 Alum Industrial Dr. West, Training Room

Wednesday, March 4, 2020 - 1533 Alum Industrial Dr. West, Training Room

Wednesday, May 6, 2020 - CANCELLED

Wednesday, July 1, 2020 - 1533 Alum Industrial Dr. West, Training Room

Wednesday, September 2, 2020 - 1533 Alum Industrial Dr. West, Training Room

Wednesday, November 4, 2020 - 1533 Alum Industrial Dr. West, Training Room

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, 1533 Alum Industrial Dr. West, Columbus, Ohio 43209 (Telephone: 614-645-5238).

Troy Euton, Assistant Director
Columbus Recreation and Parks Department

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

Legislation Number: PN0018-2020

Drafting Date: 1/10/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Commission on Black Girls 2020 Meeting Schedule

Contact Name: Carl Williams

Contact Telephone Number: (614) 645-0854

Contact Email Address: cgwilliams@columbus.gov

2020 The Commission on Black Girls (COBG) meeting schedule:

The Commission on Black Girls was created by Columbus City Council Member Priscilla Tyson to study and assess the quality of life of Black Girls in Central Ohio. The Commission will develop and implement recommendations to ensure opportunities, successful futures, and the achievement of a high quality of life for Black Girls in Columbus. Focusing on girls ages 11-22, the Commission will first participate in fact-finding and education to learn more about the current quality of life for Black girls in Columbus.

2020 The Commission on Black Girls (COBG) meetings will be held on the City Hall Campus unless otherwise noted. The meetings will held from 3:30 - 6:30 p.m. unless otherwise noted. The meetings are as follows:

January 9, 2020 **Draft report reviewed by Commission members**

January 16, 2020 **Draft report reviewed by Commission members**

February 20, 2020

March 19, 2020

April 16, 2020

May 21, 2020

June 18, 2019

July 16, 2020

August 20, 2020

September 17, 2020

October 15, 2020

November 19, 2020

December 17, 2020

Legislation Number: PN0025-2020

Drafting Date: 1/23/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title:Civil Service Commission Public Notice

Contact Name: Wendy Brinnon

Contact Telephone Number: (614) 645-7531

Contact Email Address: wcbriannon@columbus.gov

OFFICIAL NOTICE
CIVIL SERVICE COMMISSION
COMPETITIVE EXAMINATION ANNOUNCEMENTS
APPLY ONLINE 24 HOURS A DAY, 7 DAYS A WEEK OR APPLY IN PERSON 9:00 A.M. TO 4:00 P.M. MONDAY THROUGH FRIDAY.

The Civil Service Commission continuously administers competitive examinations. Information regarding examinations, for which the Civil Service Commission is currently accepting applications, is located on our website at www.columbus.gov/civilservice and is also posted at the Commission offices located at 77 North Front Street, 3rd Floor, Columbus, Ohio, as well as on the 1st Floor in the City Self-Serve Job Center. Please note that all visitors are required to produce a picture ID, authenticating their identity, in order to visit the applications area on the third floor. Applicants interested in City jobs or job announcement alerts should check our website or visit the Commission offices.

Legislation Number: PN0055-2020

Drafting Date: 2/25/2020

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: Greater South East Area Commission Meetings Changing From Bimonthly to Monthly

Contact Name: Lynne LaCour

Contact Telephone Number: 614-724-0100

Contact Email Address: ldlacour@columbus.gov

The Remaining Meeting Dates for 2020:

March 24

April 28

May 26

June 23

July 28

August 25

September 22

October 27

November 24

December 15

Legislation Number: PN0167-2020

Drafting Date: 7/1/2020

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: The Columbus South Side Area Commission By-laws Revision

Contact Name: Beth Fairman Kinney

Contact Telephone Number: 614-645-5220

Contact Email Address: bfkinney@columbus.gov

Attachment

Legislation Number: PN0181-2020

Drafting Date: 7/20/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: University Area Commission Updated By-Laws

Contact Name: Katherine Cull

Contact Telephone: 614-724-1900

Contact Email Address: khcull@columbus.gov

By-Laws are attached

Legislation Number: PN0192-2020

Drafting Date: 8/12/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

**AGENDA
BOARD OF ZONING ADJUSTMENT
CITY OF COLUMBUS, OHIO
AUGUST 25, 2020**

**AGENDA
BOARD OF ZONING ADJUSTMENT
CITY OF COLUMBUS, OHIO
AUGUST 25, 2020**

The Board of Zoning Adjustment hears requests for Special Permits, Appeals and Variances to the requirements of the Columbus Zoning Code, Title 33, of the Columbus City Codes. The Board does not hear applications to amend the Official Zoning Map.

The Board of Zoning Adjustment will hold a virtual public hearing (due to Covid-19), via WebEx, on **TUESDAY, AUGUST 25th, 2020 at 4:30 p.m.**

To join the meeting send an email to the case manager listed at least one day before the meeting for an invitation link. You can also monitor the hearing through the City of Columbus YouTube channel at <http://www.youtube.com/cityofcolumbus>. Further information may be obtained by visiting the City of Columbus Zoning Office website at www.columbus.gov/bzs/zoning/Board-of-Zoning-Adjustment or by calling the Department of Building and Zoning Services, Public Hearings section at 614-645-4522.

SPECIAL NOTE TO APPLICANT: YOU OR YOUR REPRESENTATIVE MUST ATTEND THIS MEETING. It is the rule of the Commission to withdraw an application when a representative is not present.

SIGN LANGUAGE INTERPRETER: A Sign Language Interpreter, to "Sign" this meeting, will be made available for anyone with a need for this service, provided the Department of Building & Zoning Services is made aware of this need and given a reasonable notice of at least forty-eight (48) hours prior to the scheduled meeting time. To schedule an interpreter, please call 614-645-6373 or TDD 614-645-3293.

1. Application: BZA20-011

Location: 416 W. 6TH AVE. (43201), located on the north side of West 6th Avenue, approximately 120 feet east of Battelle Boulevard (010-024171; University Area Commission).

Existing Zoning: R-4, Residential District

Request: Variance(s) to Section(s): 3332.26(E), Minimum side yard permitted. To reduce the minimum side yard for a detached garage from 3 feet to 6 inches.

Proposal: To expand an existing detached garage.

Applicant(s): Suzanne Taggart; 416 West 6th Avenue; Columbus, Ohio 43201

Attorney/Agent: Branko Stankovic, Arch.; 72 Mill Street; Gahanna, Ohio 43230

Property Owner(s): Applicant

Planner: Phil B. Bennetch, (614) 645-0078; PBennetch@Columbus.gov <<mailto:PBennetch@Columbus.gov>>

2. Application: BZA20-043

Location: 509-511 E. COLUMBUS ST. (43206), located on the south side of East Columbus Street, approximately 60 feet east of Harrison Avenue (010-002343; Columbus Southside Area Commission).

Existing Zoning: R-2F, Residential District

Request: Variance(s) to Section(s): 3332.26(E), Minimum side yard permitted. To reduce the minimum side yard for a detached garage from 3 feet to 0 feet along the west property line. 3332.38(E), Private garage. To increase the occupiable rear yard from 45% to 67% 3332.38(F), Private garage. To increase the lot area devoted to a private garage from 720 square feet to 937 square feet.

Proposal: To construct a detached four-car garage.

Applicant(s): Brandon & Jennifer Baker; 6571 Masefield Street; Worthington, Ohio 43085

Attorney/Agent: None

Property Owner(s): Applicant

Planner: Michael Maret, (614) 645-2749; MJMaret@Columbus.gov <<mailto:MJMaret@Columbus.gov>>

3. Application: BZA20-053

Location: 8740 LYRA DR. (43240), located on the east side of Lyra Drive, approximately 960 feet north of Polaris Parkway (318-43401025000; Far North Columbus Communities Coalition).

Existing Zoning: L-C-4, Limited Commercial District

Request: Variance(s) to Section(s): 3312.49(C), Minimum numbers of parking spaces required. To reduce the minimum number of required parking spaces from 144 to 28.

Proposal: To split a lot and construct a 144-room hotel.

Applicant(s): RBH Acquisition, LLC; c/o Ben Pierson; 4100 Regent Street, Ste. G; Columbus, Ohio 43219

Attorney/Agent: The Kleingers Group; c/o Kyle Weber, Eng.; 350 Worthington Road, Ste. B; Westerville, Ohio 43082

Property Owner(s): 8800 Lyra, LLC; c/o Franz Geiger; 8800 Lyra Drive, Ste. 680; Columbus, Ohio 43240

Planner: Phil B. Bennetch, (614) 645-0078; PBennetch@Columbus.gov <<mailto:PBennetch@Columbus.gov>>

4. Application: BZA20-054

Location: 2020 POLARIS PKWY. (43240), located on the north side of Polaris Parkway, approximately 570 feet east of Orion Place (318-44302002004; Far North Columbus Communities Coalition).

Existing Zoning: L-C-4, Limited Commercial District

Request: Variance(s) to Section(s): 3356.11(B), C-4 district setback lines. To reduce the required building setback from 15 feet per Z91-018C to 8.5 feet for two dumpster enclosures along the east property line.

Proposal: Commercial development.

Applicant(s): Ohm Patel; 600 Enterprise Drive; Lewis Center, Ohio 43035

Attorney/Agent: Jackson B. Reynolds, III, Atty.; 37 West Broad St., Suite 460; Columbus, Ohio 43215

Property Owner(s): Sakshi Gopal LLC; 600 Enterprise Drive; Lewis Center, Ohio 43035

Planner: Michael Maret, (614) 645-2749; MJMaret@Columbus.gov <<mailto:MJMaret@Columbus.gov>>

Legislation Number: PN0195-2020

Drafting Date: 8/17/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: North Linden Area Commission By-Law Change

Contact Name: DeLena Scales

Contact Telephone Number: 614-645-0699

Contact Email Address: DPScales@columbus.gov

See Attached

Legislation Number: PN0196-2020

Drafting Date: 8/17/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Communications081920

Contact Name: Aparna Donthi

Contact Telephone Number: 645-3377

Contact Email Address: ardonthi@columbus.gov

THE CITY CLERK'S OFFICE RECEIVED THE FOLLOWING COMMUNICATIONS AS OF WEDNESDAY, AUGUST 19, 2020:

TREX Type: D5

To: 504B, Inc

504 Park St.

Columbus, OH 43215

From: TSGC Ltd.

32985 SR172 (Hanover Twp.),

Lisbon, OH 44432

Permit # 8774126

Advertise Date: 8/22/20

Return Date: 9/1/20

Legislation Number: PN0197-2020

Drafting Date: 8/19/2020

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Greater South East Area Commission'sBy-Law Change

Contact Name: Lynne LaCour

Contact Telephone Number: 614-724-0100

Contact Email Address: ldlacour@columbus.gov

Notice Is Attached

Legislation Number: PN0264-2019

Drafting Date: 8/19/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Mideast Area Commission Meeting Schedule

Contact Name: Lynne LaCour

Contact Telephone Number: 614-724-0100

Contact Email Address: ldlacour@columbus.gov

Mideast Area Commission
Meeting Schedule

2019

September 17th * Christ United Methodist Church

1480 Zettler Rd. 6:30-8 pm

Topics:

- Commission Election Selection
- Commission Budget

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

Topic:

Technology - Commissioner /Community Communications

- Website - Facebook - Google Docs

November 19th * Christ United Methodist Church

1480 Zettler Rd. 6:30-8 pm

Topics:

- Welcome New Commissioners
- Mission & Vision Statement Development

December 17th Christ United Methodist Church

1480 Zettler Rd. 6:30-8 pm

Topic: State of the Commission

2020

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

- January 21st
- February 18th
- March 17th
- April 21st
- May 19th
- June - Recess

- July 21st
- August 18th
- September 15th
- October 20th
- November 17th
- December 15th State of the Commission

Legislation Number: PN0332-2019

Drafting Date: 10/21/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

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

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

Contact Telephone Number: 614-645-0845

Contact Email Address: mlgoins-ransom@columbus.gov

Revised

CITY BULLETIN NOTICE

MEETING SCHEDULE

CITY OF COLUMBUS RECORDS COMMISSION:

The regular meetings of the City of Columbus Records Commission for the calendar year 2020 are scheduled as follows:

Monday, February 24, 2020

Monday, June 29, 2020

Monday, September 28, 2020

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

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

Legislation Number: PN0351-2019

Drafting Date: 11/7/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: Rocky Fork-Blacklick Accord 2020 Meeting Schedule

Contact Name: Marc Rostan

Contact Telephone Number: (614) 645-8791

Contact Email Address: mjrostan@columbus.gov

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

Application Deadline (111 N. Front St., @BZS Counter, 1st Floor)	Hearing Dates New Albany Village Hall 99 W. Main St. New Albany, OH 43054 + 6:00pm
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December 19, 2019	January 16, 2020
January 23, 2020	February 20, 2020
February 20, 2020	March 19, 2020
March 19, 200	April 16, 2020
April 23, 2020	May 21, 2020
May 21, 2020	June 18, 2020
June 18, 2020	July 16, 2020
July 23, 2020	August 20, 2020
August 20, 2020	September 17, 2020
September 17, 2020	October 15, 2020
October 22, 2020	November 19, 2020
November 19, 2020	December 17, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

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

NOTE:

You may also check the Commission webpage for information.

Legislation Number: PN0352-2019

Drafting Date: 11/7/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Big Darby Accord Advisory Panel 2020 Schedule REVISED

Contact Name: Marc Rostan

Contact Telephone Number: (614) 645-8791

Contact Email Address: mjrostan@columbus.gov

Meeting Accommodations: It is the policy of the City of Columbus that all City-sponsored public meetings and events are

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

Application Deadline (111 N. Front St. @ BZS Counter 1st fl.)	Hearing Date Franklin County Courthouse 373 S. High St., 25th Fl. - Room B+ 1:30PM
---	---

December 17, 2019	January 14, 2020
January 14, 2020	February 11, 2020
February 11, 2020	March 10, 2020
March 17, 2020	April 14, 2020
April 14, 2020	May 12, 2020
May 12, 2020	June 9, 2020
June 16, 2020	July 14, 2020
July 14, 2020	August 11, 2020
August 11, 2020	September 8, 2020
September 15, 2020	October 13, 2020
October 13, 2020	November 10, 2020
November 10, 2020	December 8, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

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

NOTE:

You may also check the Commission webpage for information.

Legislation Number: PN0353-2019

Drafting Date: 11/7/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Columbus Art Commission 2019 Meeting Schedule **REVISED**

Contact Name: Lori Baudro

Contact Telephone Number: (614) 645-6986

Contact Email Address: lsbaudro@columbus.gov

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

Application Deadline	Hearing Dates
111 N. Front St.,	111 N. Front St.,
1st Fl.	Rm 204 +
(@BZS Counter)	3:30pm

January 3, 2020	January 15, 2020
February 7, 2020	February 19, 2020
March 6, 2020	March 18, 2020
April 3, 2020	April 15, 2020
May 1, 2020	May 20, 2020
June 5, 2020	June 17, 2020
July 3, 2020	July 15, 2020

NO AUGUST MEETING

September 1, 2020	September 16, 2020
October 2, 2020	October 21, 2020
November 1, 2020	November 18, 2020*
December 1, 2020	December 16, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

***Meeting in Room 205 for this meeting**

Legislation Number: PN0369-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter: Public Notice

Type:

Notice/Advertisement Title: Downtown Commission 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: dc@columbus.gov

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

Application Deadline^^ (dc@columbus.gov)*	Business Meeting** (111 N. Front St., Rm. #313)+ 12:00 pm	Regular Meeting** (111 N. Front St. Rm. #204)+ 8:30 am
May 12, 2020	May 19, 2020	May 26, 2020
June 9, 2020	June 16, 2020	June 23, 2020

July 1, 2020***	July 14, 2020***	July 28, 2020***
July 29, 2020	August 11, 2020	August 25, 2020
August 26, 2020	September 8, 2020	September 22, 2020
September 30, 2020	October 13, 2020	October 27, 2020
October 28, 2020	November 10, 2020	November 18, 2020^ (Wednesday)
November 25, 2020	December 8, 2020	December 16, 2020^ (Wednesday)

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

*If you are unable to email, call 614-724-4437 to request alternative delivery options.

**Meetings subject to cancellation. Please contact staff to confirm dates and Room location for Business Meetings

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^Date change due to holiday

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0370-2019

Drafting Date: 11/22/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Public Notice

Type:

Notice/Advertisement Title: East Franklinton Review Board 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: efrb@columbus.gov

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

Application Deadline^^ (efrb@columbus.gov)*	Business Meeting** (111 N. Front St., Rm #312)+ 12:00pm	Regular Meeting** (111 N. Front St. Rm. #204)+ 3:00pm
May 13, 2020	May 20, 2020	May 27, 2020
June 10, 2020	June 17, 2020	June 24, 2020
June 25, 2020***	July 8, 2020***	July 22, 2020***
July 30, 2020	August 12, 2020	August 26, 2020

August 27, 2020	September 9, 2020	September 23, 2020
October 1, 2020	October 14, 2020	October 28, 2020
October 29, 2020	November 11, 2020	November 23, 2020 [^]
November 27, 2020 [^]	December 9, 2020	December 23, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

[^]Date change due to holiday. November 23 is on a Monday.

^{^^}A grace period of One (1) week is available for applications heard at the *previous* month’s Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

* If you are unable to email, call 614-724-4437 to request alternative delivery options

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

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

Legislation Number: PN0371-2019

Drafting Date: 11/22/2019

Current Status: Clerk's Office for Bulletin

Version: 1

Matter Type: Public Notice

Notice/Advertisement Title: University Impact District Review Board 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: uidrb@columbus.gov

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

Application Deadline ^{^^} (uidrb@columbus.gov)*	Business Meeting** (111 N. Front St., Rm #313)+ 12:00pm	Regular Meeting** (111 N. Front St. Rm. #204)+ 4:00pm
May 14, 2020	May 21, 2020	May 28, 2020
June 11, 2020	June 18, 2020	June 25, 2020
June 26, 2020***	July 9, 2020***	July 23, 2020***
July 31, 2020	August 13, 2020	August 27, 2020
August 28, 2020	September 10, 2020	September 24, 2020
September 25, 2020	October 8, 2020	October 22, 2020

October 23, 2020
November 20, 2020

November 5, 2020
December 3, 2020

November 19, 2020^
December 17, 2020^

+ **IMPORTANT NOTICE:** Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options.

**Meetings subject to cancellation. Please contact staff to confirm dates and Room location for Business Meetings

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^Date and location change due to holiday - Room #205

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0372-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Brewery District Commission 2020 Meeting Schedule **REVISED**

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: BDC@columbus.gov

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

Application Deadline^^
(BDC@columbus.gov)*
4:00p.m.

Business Meeting Date**
(111 N Front St., Rm 313)+
12:00p.m.

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

April 23, 2020
May 21, 2020

June 5, 2020***

July 10, 2020

August 7, 2020

September 4, 2020

April 30, 2020

May 28, 2020

June 18, 2020***

July 23, 2020

August 20, 2020

September 17, 2020

May 7, 2020

June 4, 2020

July 2, 2020

August 6, 2020

September 3, 2020

October 1, 2020

October 9, 2020
November 6, 2020
December 11, 2020

October 22, 2020
November 19, 2020
December 17, 2020[^]

November 5, 2020
December 3, 2020
January 7, 2021

+ **IMPORTANT NOTICE:** Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options

** Meetings subject to cancellation and locations subject to change. Please contact staff to confirm. Meeting dates, times and locations are also available at www.columbus.gov/planning.
The Hearing time will change to 4:00 p.m. beginning in July 2020.

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

[^]Date change due to holiday

^{^^}A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0373-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: German Village Commission 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: GVC@columbus.gov

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

Application Deadline^{^^}
(GVC@columbus.gov)^{*}
Rm.204)⁺

Business Meeting Date^{}**
(111 N. Front St., 3rd Fl. Rm. 313)⁺
12:00pm

Hearing Date^{}**
(111 N. Front St., 2nd Fl.
4:00pm

April 21, 2020
May 19, 2020
June 10, 2020***
July 8, 2020
August 5, 2020
September 9, 2020
October 7, 2020
November 4, 2020
December 9, 2020

April 28, 2020
May 26, 2020
June 23, 2020***
July 21, 2020
August 18, 2020
September 22, 2020
October 20, 2020
November 17, 2020
December 22, 2020

May 5, 2020
June 2, 2020
July 7, 2020
August 4, 2020
September 1, 2020
October 6, 2020
November 3, 2020
December 1, 2020
January 5, 2021

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options

**Meetings subject to cancellation and locations subject to change. Please contact staff to confirm. Meeting dates, times and locations are also available at www.columbus.gov/planning

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^Date change due to holiday.

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0374-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Historic Resource Commission 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: HRC@columbus.gov

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

Application Deadline ^{^^} (HRC@columbus.gov)*	Business Meeting Date** (111 N. Front St., Rm 313)+ 204)+	Hearing Date** (111 N. Front St. Hearing earing HRm.
4:00p.m.	12:00p.m.	4:00p.m.
May 7, 2020	May 14, 2020	May 21, 2020
June 4, 2020	June 11, 2020	June 18, 2020
June 19, 2020***	July 2, 2020***	July 16, 2020
July 24, 2020	August 6, 2020	August 20, 2020
August 21, 2020	September 3, 2020	September 17, 2020
September 18, 2020	October 1, 2020	October 15, 2020
October 23, 2020	November 5, 2020	November 19, 2020
November 20, 2020	December 3, 2020	December 17, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options

**Meetings subject to cancellation and locations subject to change. Please contact staff to confirm. Meeting dates, times and locations are also available at www.columbus.gov/planning

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^^Date change due to holiday.

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0375-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Italian Village Commission 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: IVC@columbus.gov

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

accommodation.

Application Deadline^{^^} (IVC@columbus.gov)* 4:00p.m.	Business Meeting Date** (111 N. Front St. Rm 313) + 12:00p.m.	Hearing Date** (111 N. Front St. Hearing Rm. 204)+ 4:00p.m.
April 28, 2020	May 5, 2020	May 12, 2020
May 26, 2020	June 2, 2020	June 9, 2020
June 17, 2020***	June 30, 2020***	July 14, 2020
July 15, 2020	July 28, 2020	August 11, 2020
August 12, 2020	August 25, 2020	September 8, 2020
September 16, 2020	September 29, 2020	October 13, 2020
October 14, 2020	October 27, 2020	November 10, 2020
November 11, 2020	November 24, 2020	December 8, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options

**Meetings subject to cancellation and locations subject to change. Please contact staff to confirm. Meeting dates, times and locations are also available at www.columbus.gov/planning

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^^Date change due to holiday.

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0376-2019

Drafting Date: 11/22/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Type: Public Notice

Notice/Advertisement Title: Victorian Village Commission 2020 Meeting Schedule REVISED

Contact Name:

Contact Telephone Number: 614-724-4437

Contact Email Address: VVC@columbus.gov

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

Application Deadline^^ (VVC@columbus.gov)*	Business Meeting Date** (111 N. Front St., Rm. #313)	Hearing Date** (111 N. Front St., Hearing Rm 204)
4:00p.m.	12:00p.m.	4:00p.m.
April 29, 2020	May 6, 2020	May 13, 2020
May 27, 2020	June 3, 2020	June 10, 2020
June 11, 2020***	June 24, 2020***	July 8, 2020
July 16, 2020	July 29, 2020	August 12, 2020
August 13, 2020	August 26, 2020	September 9, 2020
September 17, 2020	September 30, 2020	October 14, 2020
October 15, 2020	October 28, 2020	November 18, 2020^
November 12, 2020	November 25, 2020	December 9, 2020

+ IMPORTANT NOTICE: Due to the COVID-19 pandemic, until further notice, meetings will be held in a digital format with members attending via WebEx. Visit www.columbus.gov/planning for more information.

* If you are unable to email, call 614-724-4437 to request alternative delivery options

**Meetings subject to cancellation and locations subject to change. Please contact staff to confirm. Meeting dates, times and locations are also available at www.columbus.gov/planning. The Hearing time will change to 4:00 p.m. beginning in July 2020.

***Beginning in June 2020, Application deadlines are now four weeks prior to the Hearing Date, and Business Meetings are now two weeks prior to the Hearing Date

^Date change due to holiday.

^^A grace period of One (1) week is available for applications heard at the *previous* month's Hearing. (i.e. An application heard at the June Hearing may be granted a grace period to apply to the July Hearing.)

Legislation Number: PN0390-2019

Drafting Date: 12/10/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

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

Contact Name: Lynne LaCour
Contact Telephone Number: 614-724-0100
Contact Email Address: ldlacour@columbus.gov

Meeting Dates for 2020

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

Legislation Number: PN0393-2019

Drafting Date: 12/16/2019

Version: 1

Current Status: Clerk's Office for Bulletin

Matter Public Notice

Type:

Notice/Advertisement Title: Board of Industrial Relations

Contact Name: William Gaines

Contact Telephone Number: 614-645-5436

Contact Email Address: wgaines@columbus.gov

The Board of Industrial Relations holds regular meetings on the 3rd Monday of each month at 1:30pm in Hearing Room #134, 77 N. Front Street, Columbus, OH. Due to observed holidays, the January meeting will be held on January 27, 2020 at 1:30pm. The February meeting will be held February 24, 2020 at 1:30pm.



By-Laws

Columbus South Side Area Commission

Revised May 21, 2020

Approved June 23, 2020

Columbus South Side Area Commission

(Aka: Commission or CSSAC)

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By-Laws of The Columbus South Side Area Commission

INTRODUCTION

THESE BY-LAWS establish the procedures under which The Columbus South Side Area Commission shall execute those duties and functions set forth in and with authority granted under Chapters 3109 and 3111 of the Columbus City Code (hereinafter abbreviated as “C.C.”) and Sections 60, 61 and 121 of the Columbus City Charter.

Purpose

The purpose of this Commission is to afford additional voluntary citizen participation in decision-making in an advisory capacity to the City Administration and City Council as provided in C.C. Section 3109.01; and to facilitate communication, understanding, and cooperation among citizens, neighborhood groups, city officials and staff, and other stakeholders by performing those functions and duties set forth in C.C. Section 3109.14. The Commission shall not endorse any candidate for public office.

Article I. Name

The name of this organization shall be The Columbus South Side Area Commission, hereinafter referred to as the “Commission” or “CSSAC”.

Article II. Commission Area

The area served by the Commission (the “Commission Area”) shall be all incorporated areas of the City of Columbus, excluding those areas already made part of an Area Commission as set forth in C.C. Chapter 3111, and any area as hereafter adopted by the Commission and approved by the Columbus City Council (“Council”), as follows:

Beginning at the intersection of the centerlines of Lathrop Street and East Livingston Avenue; thence easterly along the centerline of East Livingston Avenue to its point of intersection with the centerline of Studer Avenue; thence southerly along the centerline of Studer Avenue to its point of intersection with the centerline of first alley running parallel to and lying south of Livingston Avenue, otherwise known as Denton Alley; thence westerly along centerline of Denton Alley to its point of intersection with the centerline of first unnamed alley running parallel to and lying east of Linwood Avenue; thence southerly along the centerline of the first unnamed alley running parallel to and lying east of Linwood Avenue to its point of intersection with the centerline of second unnamed alley running parallel to and lying north of E. Whittier Street; thence easterly along the centerline of second unnamed alley running parallel to and lying north of E. Whittier Street to its point of intersection with centerline of Studer Avenue; thence southerly along the centerline of Studer Avenue to its point of intersection with the centerline of Whittier Street; thence easterly along the centerline of Whittier Street to its point of intersection with Rhoads Avenue and continuing thereon along the extended centerline of Whittier Street to Memory Lane; thence easterly along the centerline of Memory Lane to its point of intersection with Alum Creek Drive and continuing thereon along the extended centerline of Memory Lane to the

West bank of Alum Creek; thence southerly along the West bank of Alum Creek to its point of intersection with the centerline of State Route 104; thence westerly along the centerline of State Route 104 to its point of intersection with the centerline of Refugee Road; thence westerly along centerline of Refugee Road to its point of intersection with the centerline of Lockbourne Road; thence southerly along the centerline of Lockbourne Road to its point of intersection with the centerline of State Route 104; thence westerly along the centerline of State Route 104 to the East bank of the Scioto River; thence northerly along the East bank of the Scioto River to its point of intersection with the centerline of Greenlawn Avenue; thence easterly along the centerline of Greenlawn Avenue to its point of intersection with the centerline of South High Street; thence northerly along the centerline of South High Street to its point of intersection with the centerline of Thurman Avenue; thence easterly along the centerline of Thurman Avenue to its point of intersection with the centerline of South Pearl Street; thence southerly along the centerline of South Pearl Street to its point of intersection with the centerline of Nursery Lane; thence easterly along the centerline of Nursery Lane to its point of intersection with the centerline of Blackberry Alley; thence northerly along the centerline of Blackberry Alley to its point of intersection with the centerline of Whittier Street; thence westerly along the centerline of Whittier Street to its point of intersection with the centerline of Jaeger Street; thence northerly along the centerline of Jaeger to its point of intersection with Kossuth Street; thence easterly along the centerline of Kossuth Street to its point of intersection with the centerline of South Grant Avenue; thence northerly along the centerline of South Grant Avenue to its point of intersection with the centerline of East Sycamore Street; thence easterly along the centerline of East Sycamore Street to its point of intersection with the centerline of Brust Street; thence northerly along the centerline of Brust Street to its point of intersection with the centerline of East Beck Street; thence easterly along the centerline of East Beck Street to its point of intersection with the centerline of Lathrop Street; thence northerly along the centerline of Lathrop Street to its point of intersection with the centerline with East Livingston Avenue, the point of beginning.

Article III Membership

Section 1. Members. There shall be sixteen (16) members of the Commission who shall be known as “Commissioners.” Fourteen (14) of the Commissions are elected by general election as provided in Article VIII. One (1) Youth Commissioner is appointed by the Chair and elected by majority vote of the Commission and One (1) Commissioner who shall be nominated by the Parsons Area Merchants Association and approved by majority vote of the commission. All members shall have equal standing as a Commission member. Unless otherwise provided herein, each Commissioner shall reside, have employment, or ownership in real property in the Commission Area; District Commissioners shall reside within their District Area; be duly appointed by the Mayor with the concurrence of Council; and serve without compensation. Commissioners shall have resided, have employment, or ownership in real property in the Commission within the Commission Area at least six (6) months prior to their nomination and election and shall maintain their residency in the Commission Area at all times they is serving as a Commissioner. Unless otherwise adopted and approved in accordance with Article XI herein, Commissioners shall be elected and appointed as follows:

- Nine (9) members; one (1) from each of the nine (9) Districts as set forth in Addendum A, attached hereto and incorporated herein by reference, or any amendment thereto, to represent such District;
- One (1) member elected at-large who is a resident of the Commission Area, either as a tenant or homeowner, to represent residents, who will be designated as “At-Large Resident ”;
- One (1) member elected at-large who is a business owner who resides in, or who’s business resides within the Commission Area, to represent businesses or organizations which provide or promote tangible services or substantial economic benefit to the Commission Area, who will be designated as “At-Large Business”;
- One (1) member elected at-large who is a worker or employee within the Commission Area, to represent labor/workers, who will be designated as “At-Large Labor”;
- One (1) member elected at-large who is a resident of the Commission Area, to represent individuals or entities organized for religious, social or other public interest purposes, who will be designated as “At-Large Religious & Social Services”;
- One (1) member elected at-large who is a resident of the Commission Area, to represent individuals or entities organized for educational purposes, who will be designated as “At-Large Education”; and
- One (1) member who shall be nominated by the Parsons Area Merchants Association, who will be designated as a recognized Neighborhood Community Revitalization District.
- One (1) member who shall be appointed by the Chair and elected by the Commission who is a resident of the Commission Area and under the age of 18 at the time of appointment, to represent the area’s youth, and who will be designated as “At-Large Youth”.

Newly-created commission seats may be nominated and appointed by the Commission as if filling a vacancy as outlined in Section 7 of this article for terms to coincide with the Election Schedule in Addendum D.

Section 2. Terms. All terms shall be for a period of three (3) years. All terms shall expire on the last day of the month of December in different years. The term of elected members, or members nominated by the Commission to fill a vacancy, shall commence no sooner than thirty (30) days after notice of nomination has been received by the Mayor's Office and be for no more than the time left in the term of said vacancy.

Section 3. Representation. No Commissioner shall represent the Commission in its official actions before any other public body or official, except as specifically authorized by the Commission. Any unauthorized representation shall be deemed as a resignation from the Commission and notice of such resignation shall be communicated to the Mayor, unless two-thirds of those members present and voting determine that extenuating circumstances justify that such Commissioner remain in office. The foregoing 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.

Section 4. Disqualification. Members shall maintain their residence, employment, or ownership in real property in the Commission area (or portion thereof) from which they were elected and appointed. Failure of a member to maintain their residence, employment or ownership in real property in the Commission area (or portion thereof) from which they were elected and appointed, shall be deemed as a resignation from the Commission and notice of such will be communicated to the Mayor, unless two-thirds of those members present and voting determine that extenuating circumstances justify that such Commissioner remain in office.

Section 5. Attendance. Members shall, so far as possible, be regular in attendance. A member's absence from three (3) consecutive regular meetings or from a total of four (4) regular meetings in any one calendar year shall be deemed as a resignation from the Commission and notice of such resignation shall be communicated to the Mayor, unless two-thirds of those members present and voting determine that extenuating circumstances justify that such Commissioner remain in office. The Secretary shall deliver written notice by hand delivery, electronic mail or U.S. Mail to such Commissioner after their second consecutive absence or third absence in a calendar year setting forth the provisions of this Section. Excused absence will still count towards the amount of absences permitted by rule. Extenuating Circumstances will be taken into consideration (such as Death in the Family, etc.).

A. Tardiness. Those Commissioners who are tardy less than ½ hour from Roll Call will still be counted as attending. Any Commissioner arrival later than ½ hour from Roll Call will be considered as an absence.

Section 6. Rules, Laws and By-Laws. The Commission and the Commissioners shall adhere to all relevant and applicable local, state, and federal laws and these By-Laws. Failure to adhere to such laws and these By-Laws shall be deemed as a resignation from the Commission and notice of such resignation shall be communicated to the Mayor, unless two-thirds of those members present and voting determine that extenuating circumstances justify that such Commissioner remain in office. A Commissioner's failure to serve a full term without due cause shall be documented by the Secretary and such Commissioner shall thereafter be disqualified from seeking another office on the Commission for a period of three (3) years.

Section 7. Vacancies. The Commission shall nominate, by letter to the Mayor pursuant to C.C. Section 3109.11, one (1) candidate to fill any vacancy caused by death, resignation or disqualification for the remainder of the unexpired term within 60 days of vacancy. Unless the unexpired term is due to expire within sixty (60) days of said vacancy.

Section 8. Ethics. As a duly sworn-in Commissioner of the Columbus Southside Area Commission, all Commissioners are covered and must abide by the City of Columbus ethics policy. Commissioners and committee members must interact in a truthful, respectful, and professional manner with other commissioners and the public at large. Attendees at meetings of the commission or committees are expected to adhere to these same provisions.

Article IV. Officers

Section 1. Officers. The Officers of the Commission shall be the Chair, Vice Chair, Secretary and Treasurer. It is desirable, but not required, that all Officers must have served no less than one year on the Commission to be eligible.

Section 2. Election of Officers. Nominations for officers will occur at the January meeting and will be open to all commissioners on the commission. Election of officers will then be held at the beginning of the January meeting, immediately after all new commissioners are seated. A Chair Pro Tempore will be chosen at the November meeting in the event that the current chair will not be a part of the commission in the January meeting to preside over the election of Officers. Commission officers shall serve without compensation for a term of one year.

Section 3. Chair The Chair shall preside at all meetings of the Commission; in consultation with the Commissioners, represent the Commission before public bodies and at public hearings; appoint Standing and Special Committees of the Commission; serve as an ex-officio member of all committees; coordinate the actions of officers and committee chairpersons; and perform other duties associated with the office as necessary and appropriate or as may be assigned by the Commission. The Chair, in consultation with the Commissioners, shall prepare the agenda for the regular meetings of the Commission and the Executive Committee. The Chair, in consultation with the Commissioners, shall direct, delegate and appoint the chairperson of standing committees. Persons elected as Chair are required to have served no less than one year on the Commission to be eligible.

Section 4. Vice-Chair. The Vice-Chair shall assist the Chair: perform the duties of the Chair in their absence; and perform such other duties as may be assigned by the Commission. The Vice-Chair shall be the liaison between the Commission and any volunteers or staff hired or assigned to the Commission.

Section 5. Secretary: The Secretary shall maintain an accurate and objective record of Commission meetings and meetings of the Executive Committee and provide for the reporting of minutes; maintain records of all votes of the Commission and the Executive Committee; call the roll at all Commission meetings and Meetings of the Executive Committee; coordinate the preparation and distribution of the Commission's agenda in aid of the Chair; maintain all records of the Commission and any other such records as the Commission may direct; and perform related duties as may be demanded by the Secretary's office. The voting records and minutes of all public Commission meetings shall be open to public examination and forwarded to the City as provided in C.C. Section 3109.07. In the absence of both the Chair and the Vice-Chair, the Secretary shall call the meeting to order and preside until the immediate election of a Chair Pro Tempore. The Secretary shall provide written notice of a Commissioner's absences, provide written notice to the Mayor of any nomination or vacancy; and shall send written notice to the Board of Zoning Adjustment or other appropriate entity of zoning-related actions of the Commission. For the recording of all minutes a Scribe may be used that is not a Commissioner.

Section 6. Treasurer. The Treasurer shall be the Fiduciary Agent for the commission and shall have the care and custody of all monies belonging to the Commission and shall be solely responsible for such monies; shall cause to be deposited in a regular business bank all funds received from the City or

any other funds; be one of two or more Officers who shall sign checks on behalf of the Commission and in no event shall a check or other disbursement of monies be signed or authorized in advance of a real and tangible need; shall render at regular intervals and at the Commission's Annual Meeting a written account of the finances of the Commission which reports shall be physically affixed to the minutes of the Commission of such meeting; and, shall exercise all duties incident to the office of Fiduciary Agent, including compliance with all fiscal requirements within the Memorandum of Agreement with the City.

Section 7. Officer Vacancy. The Vice- Chair shall fill a vacancy in the office of Chair. A vacancy in any other position shall be filled in the same manner as the original officer election process provided in Section 2 of this Article.

Article V. Meetings

Section 1. Regular Meetings. Regular meetings of the Commission shall be held at 6:30 p.m. on the fourth (4th) Tuesday of each month unless otherwise directed by a majority vote of the Commission. All Commission meetings shall be held in the Commission Area in a regular meeting place which shall be an appropriate large room convenient for members and the public. The commission meeting will typically last no longer than one hundred fifty (150) minutes or 2½ hours. The Commission shall provide to its constituents and the City Administration seven (7) days advanced notice of any change in the meeting time or place handled one or more of the following ways - by publication in a newspaper of general circulation in the Commission Area, by door-to-door notice, or through electronic media (which may include email, social media such as Facebook, and website pages). All Commission meetings are open to the general public and shall comply with the open meeting requirements set forth in C.C. Chapter 121, and the provisions of the Ohio Open Meetings Act, Ohio Revised Code Section 121.22, as applicable.

The Commission may meet via digital forum while the City of Columbus is under a public health or other emergency order, or as deemed necessary to protect the public health and welfare. In such cases, proper public notice shall be given and accommodations made to ensure proceedings are open to the public. All Commission business and votes taken under such conditions shall carry the full weight of votes conducted during in-person meetings.

Section 2. Annual Meeting. The Annual Meeting shall be the Commission's regularly scheduled meeting in the month of January at which time the Commission shall elect Commissioner Officers

Section 3. Recess. The Commission shall not hold a regular meeting during the month of August unless two-thirds of those members present and voting determine that extenuating circumstances justify that the Commission meet during the month of August.

Section 4. Special Meetings. Special Meetings may be called by the Executive Committee, the Chair or by a majority of the Commissioners in a regular or special meeting. The special meeting's purpose, date, time and location shall be stated in the meeting notice. No business will be considered at a special meeting unless it was included in the meeting notice and a quorum is present.

In the case of a special meeting, the Commission shall provide to its constituents and the City Administration three (3) days advance written notice of the proposed special meeting handled one or more of the following ways - by publication in a newspaper of general circulation in the Commission Area, by door-to-door notice, or through electronic media (which may include email, social media such as Facebook, and website pages).

Section 5. Notice of Meetings. All meetings shall be open to the public and notice shall be handled one or more of the following ways - published at least seven (7) days in advance in a newspaper of general circulation in the Commission Area, by door-to-door notice or through electronic media (including email and website pages) and, as applicable, in the City Bulletin.

Section 6. Quorum: Nine (9) members of the total membership of the Commission shall constitute a quorum for the conduct of business at all Commission meetings. Nothing herein shall prevent the adjournment of any such meeting to a later specified date, regardless of the presence of a quorum.

Section 7. Voting. Unless otherwise provided herein, and provided a quorum is present, a majority vote of Commissioners or Standing Committee members present at the meeting shall be required to approve or disapprove any action thereof. Unless otherwise provided herein, a tie vote shall result in disapproval. Any issue shall be stated in the positive form when presented for a vote. Commissioners will vote in the best interest of the South Side based on their understanding of the topic brought before the commission, while taking into consideration the outcome of the vote taken by the City recognized neighborhood association(s) (CRNA). All Commissioners should strongly consider whether or not there is a personal conflict of interest when voting on any legislation, and, if so, should abstain from voting on that legislation.

All (non-Committee) voting processes must be done during a Commission meeting and in a public forum. Voting results of the Commission and its committees are public records. Voting via email is not permitted. All Commission business and votes taken during a digital meeting as provided for in Section 1 of this Article shall carry the full weight of votes conducted during in-person meetings.

Section 8. Order of Business. The Order of Business for Commission meetings shall be as follows, with time limits provided for each agenda item:

- Roll call
- Pledge of Allegiance
- Approval of Minutes
- Reading of Correspondence
- City Liaison Report
- Standing Committee Reports
- Special Committee Reports
- Reports of Officers
- District Reports
- Informational & Public Presentations
- Old Business
- New Business
- Public Comments and Announcements
- Adjournment

Section 9. Presentations. The Chair shall recognize all members of the public who wish to address the Commission concerning issues under discussion. The Chair may uniformly limit debate to an equal amount of time for each side of an issue; and when appropriate, the issue will be referred by the Chair to the proper Committee for action and report at the next Commission meeting. Debate and comment time will be conducted as follows, unless the Chair deems time limits should be adjusted based on evening's agenda:

1. Informational Presentations will be limited to ten (10) minutes for each presentation with an additional five (5) minutes for questions from the commissioners. Requests for informational presentations must be submitted to the Chair within fourteen (14) days of the meeting that they wish to present. A limit of three (3) informational presentations will be permitted at any given meeting.
2. Zoning Variance Presentations will be limited to a total of ten (10) minutes for each presentation with an additional ten (10) minutes for questions from the commissioners. Zoning presentations should only be placed on the meeting agenda by the Zoning Chairperson. A civic association representative may have up to five (5) minutes to speak on behalf of the civic association.
3. Public Comments on zoning presentations will be limited to three (3) people in favor and three people opposed, and each will be permitted three (3) minutes of speaking time. In the event that there is a large number of individuals wishing to speak, speaker slips will be made available prior to the meeting and will be chosen on a first turned in basis.
4. Public Announcements will be limited to two (2) minutes per person who wishes to share general information on a public topic. This will be limited to the amount of time available at the end of the meeting.

Section 10. Dissenting or Concurring Reports: Dissenting or concurring reports may be filed with the Secretary by any Commissioner and shall be attached to the majority report.

Article VI. Committees

Section 1. Commission Members. The Chair shall seek Commissioner volunteers (or appoint Commission members if needed) to any Standing Committee or Special Committee giving due consideration to individual preferences and subject to approval by a majority vote of the Commission. The Chair shall be an ex-officio member of all committees, Standing and Special. All commissioners shall serve on at least one committee.

Section 2. Committee Chairperson. The Chair shall seek Commissioner volunteers (or appoint Commission members if needed) as Committee Chair. It is desirable, but not required, that all Committee Chairs must have served no less than one year on the Commission. Each Chairperson is responsible for seeking Non-Commission Members, to be appointed by majority vote of the Commission, to serve on their committees. Committee members shall be limited such that no more than 3 members (Commission and Non-Commission) having residence within one Commission District serve on a single committee to avoid over- or under-representation.

Section 3. Committee Member Terms. The appointed term of committee members shall expire at the next Annual Meeting in January. The Commission Chair, subject to Commission approval, may remove committee members at any time.

Section 4. Non-Commission Members. Non-Commission member appointees shall reside, work or own property within the Commission Area and shall have full voting privileges in all proceedings of the committee to which they are appointed.

Section 5. Standing Committees: The Standing Committees and their responsibilities shall be:

- A. The Executive Committee.** Officers and Committee Chairpersons shall serve as the Executive Committee to prepare the agenda for Commission meetings in aid of the Chair, determine the date and time of any special meeting, and plan the direction and scope of Commission activities. The Executive Committee shall meet at least once a month (within the week prior to the monthly Commission meeting) at a regularly established time, date and location, or more often if necessary, to conduct necessary and appropriate business.
- B. The Zoning, Building and Code Enforcement.** The Zoning, Building and Housing Committee shall regularly receive for review from the development regulation division, prior to adoption by governmental bodies, copies of applications and notices of all public hearings related to re-zonings, special permits, variances, demolitions, and zoning appeals regarding property located wholly or partially within the Commission Area in accordance with C.C. Section 3109.14, and provide comments and recommendations thereto, and approve or disapprove thereof, based on comparison to the Comprehensive Plan and any pertinent area plans. The Committee shall fully review all applications for any proposed plans, variances or special permits, including demolition permits, request additional information and make on-site investigations as necessary or appropriate. Committee members shall be fully informed about the City zoning code and variance application process. The Zoning, Building and Code Enforcement Committee shall meet on the second (2nd)

Saturday of the month at 10:00 a.m. at the, at the site of the pending zoning application, or at the discretion of the Committee Chair,

At a regularly established time, date and location, or more often if necessary, to conduct necessary and appropriate business. The Committee shall report such business at the next regular meeting of the Commission and provide an annual committee report at the Commission's Annual Meeting.

Any and all developers, planners, lawyers, public advocates or representatives, or any other such person, making an application or request to the City for any zoning, building or housing related issue will be required to address the Commission. Applications and requests will only be placed on the agenda of the Commission once the CRNA(s) within whose jurisdiction such application or request resides has been notified of such application or request in accordance with its respective by-laws, rules or regulations, and has been provided an opportunity to approve or disapprove thereof, in accordance with the CSSAC Zoning Policy, attached hereto as Addendum B.

Demolition permit applications will be distributed to the Zoning Committee Chair by the City. It is understood by the Commissioners on zoning matters, that they shall follow the current city code. Once a demolition permit is issued, the Zoning Chair shall notify the Zoning Committee, the Area Commissioner and CRNA President(s) of the affected area. The Chairperson shall give ten (10) business days for objection(s). If no objections are made, the Chairperson shall recommend the demolition. If there are objections, a discussion shall be held at the next scheduled Commission meeting. Emergency demolitions are issued by the City if it is determined the building is an immediate safety issue for the residents of the area. In the event of an emergency demolition, the Zoning Committee Chair will notify the appropriate CRNA(s) of the City's intentions. See policies for demolitions and zoning in Addendum B.

C. The Public Services and Planning Committee. The Public Services and Planning Committee shall review the adequacy and operation of all public services, including but not limited to utilities, safety, infrastructure, health, parks, and emergency response, provided by the City and other public agencies to the Commission Area, and recommend priorities and improvements thereto. The Committee shall make themselves aware of all relevant city codes that apply to the Commission Area and all decisions of the Committee shall be made in accordance therewith. The Public Services and Planning Committee shall receive and review existing and proposed area plans; and recommend guidelines for the comprehensive social, economic, commercial, and physical developments of the Commission Area. The Committee shall examine local legislation substantially affecting the area to implement plans in the Commission Area and shall develop means for citizen participation in any planning which affects the Commission Area. The Public Services and Planning Committee shall meet at least once a month, or at the discretion of the Committee Chair, at a regularly established time, date and location, or more often if necessary, to conduct necessary and appropriate business. The Committee shall report such business at the next regular meeting of the Commission and provide an annual Committee report at the Commission's Annual Meeting.

D. The Public Relations Committee. The Public Relations Committee shall conduct all public relations activities, including but not limited to establishing media contacts, advertising the existence of the Commission, coordinating news and press releases, newsletters, and correspondence, and any other duties as requested by the Commission. The Committee shall aid in the development of community identity and shall promote the active cooperation and participation of all segments of the Commission Area, including residents, organizations, associations, businesses, and institutions.

The Public Relations Committee shall meet at least once a month, or at the discretion of the Committee Chair, at a regularly established time, date and location, or more often if necessary, to conduct necessary and appropriate business. The Committee shall report such business at the next regular meeting of the Commission and provide an annual committee report at the Commission's Annual Meeting.

E. The Education Committee. The Education Committee shall review existing pertinent area plans and make recommendations for comprehensive Education development of the Commission area. The Committee shall examine local legislation, school plans and issues affecting the Commission area, supervise any interns assigned to the Commission, and develop means for citizen participation in education decisions, which affect the Commission area. It shall also regularly receive, review, and make recommendations at the Commission meetings on all education issues pertaining to the Commission area. This Committee shall review the adequacy and operation of all public, private, and charter schools in the Commission area. Committee members shall make themselves aware of school board policies; local, state & federal laws governing education that may or may not apply to the Commission area. It shall also establish and maintain an education contacts list; and shall promote the active cooperation and participation of all segments of the Commission area including residents, organizations, associations, businesses and agencies. The Education Committee shall meet at least once a month, or at the discretion of the Committee Chair, at a regularly established time, date and location, or more often if necessary, to conduct necessary and appropriate business.

The Committee shall report such business at the next regular meeting of the Commission and provide an annual committee report at the Commission's Annual Meeting.

F. Other Committees.

Section 6. Special Committees. The Commission or the Chair may establish a Special Committee for a specific purpose by a majority vote of the Commission at any meeting. The size, duration, scope, and duties of any Special Committee shall be specified in the motion to create the Special Committee.

Special Committees may be terminated by conditions set forth in the initiating action, or by a subsequent majority vote of the Commission.

Section 7. Notice. All committee meetings shall be open to the public, and notice shall be handled in one or more of the following ways - published at least seven (7) days in advance in a newspaper of general circulation in the Commission Area, by door-to-door notice or through electronic media (which may include email, social media such as Facebook, and website pages) and delivered in conjunction with the notice of the monthly Commission meeting. Committee findings and reports shall be submitted for consideration at the next regular meeting of the Commission.

Article VII. Elections

Section 1. Election Procedure. All District Commissioners, the At-Large Resident, At-Large Business, At-Large Labor, At-Large Religious & Social Services, and At-Large Education Commissioners shall be elected by general election from the Commission Area. All Commissioners shall be registered to vote with the Franklin County Board of Elections, with the exception of the At-Large Youth Commissioner who is exempt from the voter registration requirement due to age. Commissioners shall be elected to serve as a delegate to the Commission to represent a specific geographic area as defined in these By-Laws or the Commission's Election Rules and shall represent all interests within the Commission Area and the interests within the Commissioner's respective area of representation. The Elections Committee shall present final election results to the Commission at its next meeting following the general election in the same year.

The Commission shall accept such results by a simple majority vote of the Commissioners present and voting. The Secretary shall submit approved election results to the Mayor for appointment and concurrence of Council.

Section 2. Elections Committee. The Elections Committee shall consist of one (1) appointed commissioner to serve as chairperson (who is not up for reelection) along with at least one (1) Commissioner and up to three (3) area residents appointed by the Chairperson with the approval of the Commission at the regular meeting in July of each year (due to August Recess). Candidates for election, and individuals substantially connected with a candidate for election shall not be an election official, a member of the Elections Committee or polling staff in the year or years in which the candidate's name appears on the ballot. Vetting of qualifications for election is the responsibility of the committee as set forward in the election committee procedures and election packet.

Section 3. Elections Committee Responsibilities. The Elections Committee shall accept any reasonably necessary volunteer assistance with the election process; provide for printing and distributing necessary forms, including, but not limited to petitions, ballots, and tallies; receive petitions and signed copies of the Commissioner Job Description Synopsis; locate polling places; certify persons who have qualified as candidates; conduct the election; hear and decide complaints concerning the election or campaign; and certify the winning candidates to the Commission pursuant to C.C. Section 3109.08 and all other activities incidental thereto. The Elections Committee shall properly notice and post a list of seats opening for District and At-large Commissioner at least 30 days prior to the start of the elections process. This list shall also be posted publicly via electronic means.

Section 4. Election Process. Elections shall be by secret ballot and determined by plurality vote if three or more candidates vie for a single position; otherwise, a majority of votes cast shall elect. Any natural person eighteen (18) years of age or older who resides or owns real property in the Commission area (or portion thereof) may be an eligible elector. Electors must show proof of residency by providing a State Issued Identification Card or a utilities bill with the address of the individual wishing to vote that is located within the district. Electors need not be registered with the Franklin County Board of Elections, but must be certified by the Elections Committee as an eligible elector. The Elections Committee shall conduct each election on the first Saturday in November or as otherwise hereafter determined by a majority vote of the Commission.

Section 5. Election Rules. The Elections Committee shall recommend and the Commission shall approve by two-thirds majority vote of a quorum the Election Rules for governing the Commission elections and shall thereafter be attached hereto as an addendum. Such rules shall include but not be limited to the following provisions: polling places, hours, and dates; ballot qualifications; candidate qualifications; petition qualifications; voter qualifications; campaign procedures; polling procedures; and tallying election results. Such rules shall be consistent with these By-Laws and all other relevant and applicable local, state, and federal laws.

Such rules shall not be changed during the ninety (90) days before an election nor the thirty (30) days after an election. The Commission may amend the Election Rules without action by the Elections Committee in the same manner as an amendment of these By-Laws. Election Rules and any amendments shall be submitted to the City ninety (90) days prior to the election.

Article VIII. Public Records

The Commission shall adhere to all public record requirements in the Ohio Revised Code and Columbus City Code. The Commission shall maintain and make available for prompt inspection any public records in their possession. Storage of all records for the Columbus South Side Area Commission will be maintained at the South Side Pride Center located at 280 Reeb Avenue, Columbus, Ohio 43207 or at its subsequent re-location. Additional copies of minutes and By-Laws can be received by requesting copies be sent via email or regular mail by contacting the Recording Secretary by email with a copy to the Chairperson and Vice Chairperson.

Article IX. Parliamentary Procedures

All requests for letters of support or opposition on zoning issues must be presented to the CRNA(s) that the request is located in prior to being placed on the Columbus South Side Area Commission agenda. Any demolition requests after being shared with the CRNAs will be on the next commission agenda. Emergency demolition requests will be shared with CRNA(s) and will be on the next commission agenda as informational only.

Any issue deemed to need immediate action will be taken into consideration by the Commission at a special meeting prior to the upcoming monthly meeting. The Commission will still follow all procedures, as stated above but emergency situations cannot call for any electronic media voting.

Article X. Parliamentary Authority

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

Article XI. Amendment of By-Laws

Section 1. Procedure. These By-Laws may be amended as permitted in C.C. Section 3109.14 at any regular meeting of the Commission by an affirmative vote of two-thirds of the Commissioners provided that the amendment was properly submitted in writing at the previous regular Commission meeting. The Recording Secretary shall file any approved amendment immediately after its adoption with the City Clerk for publication in the City Bulletin. Such amendment shall take effect ten (10) days after such publication per C.C. Section 121.05. Section 2. Review. In May of every even numbered year, the Commission By-Laws shall be reviewed by a Special Committee appointed by a majority vote of the Commission to determine whether revisions or amendments should be made thereto.

These By-Laws are adopted this 23rd day of June, 2020.

THE COLUMBUS SOUTH SIDE AREA COMMISSION

Signature: James E. Griffin

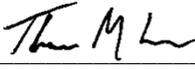
Name: James Griffin

Columbus South Side Area Commission Chair

Signature: 

Name: Erin E. Synk

Columbus South Side Area Commission Vice-Chair

Signature: 

Name: Tom Less

By-Laws Review Committee Representative

Adopted this 23rd day of June, 2020.

This adopted version of the Columbus South Side Area Commission By-Laws negates all previously distributed copies of this document.

To avoid future misinterpretations, version conflicts, etc. these By-Laws shall have a filename that includes their year of amendment. In addition, only the Chair and the By-Laws Review Committee will have access to the original .doc file for amendment purposes. All distributed copies will be in a 'clean' (non red-line/strikeout) .pdf format or paper printed copy, so it shall be easier for anybody to be able to view and/or open them.

Addendum A

By-Laws of the Columbus South Side Area Commission

In accordance with **Article V** of the By-Laws and the Election Rules, one (1) Commissioner shall be elected from each of the nine (9) Districts set forth below to represent such District or geographic area identified therein. The District Commissioners shall be elected by a majority vote of the persons who reside or own real property in such District, and each District Commissioner shall maintain their residency in the District from which he or she was elected. Failure to maintain such residency shall constitute resignation from the Commission pursuant to **Article IV** of the By-Laws.

District 1

Boundary Description:

Starting at the Northeast corner of E. Whittier Street and Jaeger Street; Proceeding North on Jaeger Street (east of the street centerline) to Kossuth Street; Proceeding East on Kossuth Street to S. Grant Avenue; Proceeding North on S. Grant Avenue to E. Sycamore Street; Proceeding East on E. Sycamore Street to Brust Street; Proceeding North on Brust Street to E. Beck Street; Proceeding East on E. Beck Street to Lathrop Street; Proceeding North on Lathrop Street to E. Livingston Avenue; Proceeding East on E. Livingston Avenue (south of the street centerline) to Parsons Avenue; Proceeding South on Parsons Avenue (west of the street centerline) to E. Whittier Street; Proceeding West on E. Whittier Street (north of the street centerline) to Jaeger Street.

Association in district: Schumacher Place Civic Association

District 2

Boundary Description:

Starting at the Northeast corner of E. Whittier Street and Parsons Avenue; Proceeding North on Parsons (east of the street centerline) to E. Livingston Avenue; Proceeding East on E. Livingston Avenue (south of the street centerline) to Studer Avenue; Proceeding South on Studer Avenue (west of the street centerline) to first alley west of Studer Avenue, otherwise known as Denton Alley; Proceeding West on alley running parallel to and lying south of Livingston Avenue otherwise known as Denton Alley (north of the street centerline) to its point of intersection with the; centerline of first unnamed alley running parallel to and lying east of Linwood Avenue; Proceeding South on the first unnamed alley running parallel to and east of Linwood to its point of intersection with the centerline of second unnamed alley running parallel to and lying north of E. Whittier Street; Proceeding East on the second unnamed alley running parallel to and lying north of E. Whittier Street (south of the alley centerline) to its point of intersection with the centerline of Studer Avenue; Proceeding South on

Studer Avenue (west of the street centerline) to its point of intersection with the centerline of E. Whittier Street. Proceeding west on E. Whittier Street (north of the street centerline) to the east centerline of Parsons

Association in district: Southern Orchards Civic Association

District 3

Boundary Description:

Starting at the Northeast corner of State Route 104 and the Scioto River; Proceeding North along the Scioto River (east of river centerline) to Greenlawn Avenue; Proceeding East on Greenlawn Avenue (south of the street centerline) to South High Street; Proceeding North on South High Street to Thurman Avenue (east of the street centerline); Proceeding East on Thurman Avenue to South Pearl Street (south of the street centerline); Proceeding South on South Pearl Street to Nursery Lane (west of the street centerline); Proceeding East of Nursery Lane to Blackberry Alley (south of the street centerline); Proceeding North on Blackberry Alley to Whittier Street (east of the street centerline); Proceeding East on E. Whittier Street (south of the street centerline) to Parsons Avenue; Proceeding South on Parsons Avenue (west of the street centerline) to the unnamed alley between Morrill Avenue and Hinman Avenue; Proceeding West on the unnamed alley between Morrill Avenue and Hinman Avenue (north of the street centerline) to 4th Street; Continuing East across the properties located between 4th Street and 3rd Street to High Street; Proceeding South on High Street (west of the street centerline) to State Route 104.

Association in district: Merion Village Association

District 4

Boundary Description:

Starting at the Northeast corner of Frebis Avenue and Parsons Avenue; Proceeding North on Parsons Avenue (east of the street centerline) to E. Whittier Street; Proceeding East on E. Whittier Street (south of the street centerline) to Lockbourne Road; Proceeding South on Lockbourne Road (west of the street centerline) to Frebis Avenue; Proceeding West on Frebis Avenue (north of the street centerline) to Parsons Avenue.

Association(s) in district: Edgewood Civic Association, Ganthers Place Civic Association, Southside CAN, and Thurman Square Civic Association

District 5

Boundary Description:

Starting at the Northeast corner of Moler Road and Lockbourne Road; Proceeding North on Lockbourne Road (east of the street centerline) to E. Whittier Street; Proceeding East on E. Whittier

Street (south of the street centerline) to its point of intersection with Rhoads Avenue; Continuing East along the extended centerline of Whittier Street to Memory Lane; Proceeding East along the centerline of Memory Lane to its point of intersection with Alum Creek Drive; Proceeding East along the extended centerline of Memory Lane (south of street centerline) to the West bank of Alum Creek; Proceeding South along the West bank of Alum Creek (west of the creek) to the extended imaginary line of the parking lot that intersects Alum Creek Drive; Proceeding Southwest along the extended imaginary line of the parking lot and continuing on the parking lot to Alum Creek Drive; Proceeding West on Winslow Drive (north of the street centerline) from its' point of intersection with the parking lot and Alum Creek Drive and across an imaginary line which crosses a field and railroad tracks and reconnects with Universal Road; Continuing West along Universal Road (north of the street centerline) to Fairwood Avenue; Proceeding North on Fairwood Avenue (east of the street centerline) to Moler Road; Proceeding West on Moler Road (north of the street centerline) to Lockbourne Road.

Association in district: Deshler Park Civic Association

District 6

Boundary Description:

Starting at the Northeast corner of Woodrow Avenue and Parsons Avenue; Proceeding North on Parsons Avenue (east of the street centerline) to Frebis Avenue; Proceeding East on Frebis Avenue (south of the street centerline) to the unnamed alley between S. Champion Avenue and Oakwood Avenue; Proceeding South on the unnamed alley between S. Champion Avenue and Oakwood Avenue (east of the alley centerline) to the extended imaginary centerline of the unnamed alley south of Woodrow Avenue; Proceeding West on the extended imaginary centerline of the unnamed alley south of Woodrow Avenue (north of the alley centerline) to Parsons Avenue.

Association in district: Vassor Village Civic Association

District 7

Boundary Description:

Starting at the Northeast corner of Parsons Avenue and Marion Road; Proceeding North on Parsons Avenue (east of the street centerline) to the unnamed alley south of Woodrow Avenue; Proceeding East on the unnamed alley south of Woodrow Avenue (south of the alley centerline) to the unnamed alley between S. Champion Avenue and Oakwood Avenue; Proceeding North on the unnamed alley between S. Champion Avenue and Oakwood Avenue to Frebis Avenue; Proceeding East on Frebis Avenue (south of the street centerline) to Lockbourne Road; Proceeding South on Lockbourne Road (west of the street centerline) to Moler Road; Proceeding East on Moler Road (south of the street centerline) to Fairwood Avenue; Proceeding South on Fairwood Avenue (west of the street centerline) to Universal Road; Proceeding East on Universal Road across an imaginary line which crosses railroad tracks and a field and reconnects with Winslow Drive into Alum Creek Drive and crosses parking lot to Alum Creek; Proceeding South on Alum Creek to State Route 104; Proceeding

West on State Route 104 (north of the street centerline) to Refugee Road; Continuing West on Refugee Road (north of the street centerline) to Lockbourne Road; Proceeding North on Lockbourne Road (east of the street centerline) to Marion Road; Proceeding West on Marion Road (north of the street centerline) to Parsons Avenue.

Association in district: Innis Gardens Village Civic Association

District 8

Boundary Description:

Starting at the Northeast corner of High Street and Woodrow Avenue; Proceeding 6 parcels North on High Street (east of the street centerline); Proceeding East from the 6th parcel north of High Street cutting across properties to 3rd Street; Continuing East across the properties located between 3rd Street and 4th Street to the unnamed alley between Morrill Avenue and Hinman Avenue; Proceeding East from the unnamed alley between Morrill Avenue and Hinman Avenue (south of the street centerline) to Parsons Avenue; Proceeding South on Parsons Avenue (west of the street centerline) to Woodrow Avenue including all parcels with Woodrow Avenue addresses; Proceeding West on Woodrow Avenue including all parcels with Woodrow Avenue addresses to High Street.

Association in district: Hungarian Village Society

District 9

Boundary Description:

Starting at the Northeast corner of High Street and State Route 104; Proceeding North on High Street (east of the street centerline) to Woodrow Avenue excluding all parcels with Woodrow Avenue addresses; Proceeding East on Woodrow Avenue excluding all parcels with Woodrow Avenue addresses; Proceeding South on Parsons Avenue (west of the street centerline) to Marion Rd; Proceeding East on Marion Road (south of the street centerline) to Lockbourne Rd; Proceeding South on Lockbourne Road (west of the centerline) to State Route 104; Proceeding West on State Route 104 (north of the street centerline) to High Street.

Association in district: Reeb-Hosack/Steelton Village Association, Stambaugh-Elwood Association

Parsons Area Merchants Association (PAMA) is located in all Districts of the CSSAC

Addendum B

Columbus South Side Area Commission Zoning Policy

The following are the steps to follow in order to complete the process for variances within the Columbus South Side Area Commission (CSSAC) boundaries.

Council Variances or BZA Applications:

1. File application for demolition or variance with the City Buildings Department.
2. Contact the CSSAC Zoning Chair, by email at (zoning chair email) to alert them that an application has been filed.
3. Receipt of application from the City is necessary for the process to continue. No requests for variance will be considered until the application has been received by the CSSAC Zoning Chair from the city buildings department.
4. Once the application has been received, an email or phone call will be sent to the applicant and area civic association representative informing them of the application and explanation of the request. Zoning Chair will forward application to each of the committee members and presidents of affected civic associations. Further, if the application is located on a border of an adjacent area commission, the Zoning Chair shall notify said area commission. The civic association will have 45 days to return a recommendation to CSSAC.
5. If the Zoning Chair determines a project is of significant magnitude to warrant additional notice and discussion, the Zoning Chair may issue appropriate 7-day public notice of a special, informational meeting to discuss the application, which the applicant is required to attend. The affected civic associations may request a public meeting via the Zoning Chair, which will be approved at the sole discretion of the Zoning Chair. Special meetings shall be conducted at a public location and open to the general public.
6. Following special meetings as outlined in step 5 or in the event special meetings are not warranted, the applicant must attend the next scheduled civic association meeting to present the reasons for the request. Applicants are required to appear before the civic association no more than one time per application.
7. Upon considering the request, the civic association will issue a recommendation and send notice via email to the CSSAC Zoning Chair (zoning chair email) within 3 business days containing the completed City of Columbus approved zoning form including the outcome of

the vote and additional reasons or concerns of the Civic Association regarding the application. In the event a civic association fails to respond within 45 days or request additional time, the Commission will proceed as if the civic association has no objections to the request.

8. The CSSAC Zoning Chair will schedule the application for the next regularly scheduled Zoning Site Hearing. Site hearings are held the second Saturday of the month at 10 am. At that time the Zoning Committee will meet and determine a recommendation of the request to be presented at the upcoming CSSAC meeting, with consideration of the civic association's recommendation.
9. The applicant must attend the next regularly scheduled CSSAC meeting, which is scheduled the fourth Tuesday of each month. Location of the meeting is the . The meeting starts at 6:30 pm. Failure to attend the meeting will delay the application or result in a non-approval vote by the CSSAC. CSSAC offers the opportunity for members of the public to offer testimony regarding all zoning applications. The Commission will accept three speakers in favor and three opposed in addition to the representative of civic associations affected by the request. The civic association representative may have up to 5 minutes to speak. All comments will be limited to three minutes. The applicant will receive up to 10 minutes to present the project and respond to questions from commissioners and those raised by speakers.
10. Final decision will be made at the meeting unless the CSSAC asks for additional information regarding the request. The Commission will then table the request and bring it up for consideration at the next regularly scheduled commission meeting.
11. Following the Commission vote, all forms will be signed and sent to the appropriate City official for final submission of CSSAC recommendation on the request within three business days. Applicant shall provide Zoning Chair with completed forms excepting the fields of vote, comments, and signature.

Demolition Permits are handled as follows:

1. Submit application and payment to City Buildings Department.
2. Once received, the Zoning Chair will notify all Zoning Committee members and appropriate civic association presidents of said demolition request.
3. Any party has 10 business days to request additional information or to ask for a site hearing in the matter.
4. After the 10 days the Zoning Chair will visit the site to confirm the site address and give signature to party applying for the permit.
5. The Zoning Chair shall visually inspect the site 30 days later to ensure said demolition is complete.

All Zoning Committee members shall be sworn members and shall follow all South Side Area Commission Bylaws and Columbus City Code.

Although your request may be of an urgent nature to you, the CSSAC has put this process into place to protect the development and demolition of buildings in the area. Please understand that all

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commissioners are volunteers and want to work with you to get things accomplished, while maintaining the integrity of the South Side of Columbus. It is important that you plan for this process in your timeline. The CSSAC highly recommends applicants engage the appropriate civic association early in the process, possibly before a formal application is submitted to the City, to ensure the process runs smoothly and as quickly as possible.

Addendum C

Columbus South Side Area Commission

Commissioner Job Description

The following is a synopsis of the things that will be asked of you are appointed to the Columbus South Side Area Commission. Please be advised additional responsibilities may come into act during your appointment.

1. District Commissioners shall reside within their specified District boundaries, At-Large Commissioners shall reside, have employment, or ownership in real property in the Commission Area, within the South Side boundaries.
2. Serving their term for a period of three (3) years.
3. Reading/Reviewing the Bylaws for content (and possible amendments since the previously adopted copy).
4. Monthly attendance, so far as possible, at regular Commission meetings – which are held the 4th Tuesdays of each month (usually excluding August recess, unless a meeting is deemed necessary); along with any other regular or special meetings deemed an official Commission meeting. In addition, those appointed as an Officer to the Executive Committee will meet the Saturday prior to the Commission meeting. Absences from three (3) Consecutive meetings or from a total of four (4) regular meetings in any one calendar year shall be deemed as a resignation, as stated in the Columbus South Side Area Commission Bylaws.
5. Serve on at least one (1) committee per year, which includes attending that committee's meetings.
6. It is desirable, but not required, that Commissioners attend their own Civic Meetings to gather and relay information between organizations (i.e. District Reports).
7. A newly appointed Commissioner may be asked to Chair a committee (depending on their area of expertise) in addition to their regular responsibilities; otherwise Committee Chairs will be chosen from those who have served no less than one (1) year on the Commission.

Addendum D

Columbus South Side Area Commission

Commission Seat Election Schedule

The following is a list of the future election years for each commission seat. Election groups are as follows:

- Election Group 1: Districts 1, 6, and 9; At-Large Business (BUS); At-Large PAMA (PAMA); At-Large Youth (YOU)
- Election Group 2: Districts 2, 4, and 7; At-Large Education (EDU); At-Large Religious-Social Services (RSS)
- Election Group 3: Districts 3, 5, 8; At-Large Resident (RES); At-Large Labor (LAB)

Year	Election Group	Year	Election Group
2020	1: 1, 6, 9, BUS, PAMA, YOU	2031	3: 3, 5, 8, RES, LAB
2021	2: 2, 4, 7, EDU, RSS	2032	1: 1, 6, 9, BUS, PAMA, YOU
2022	3: 3, 5, 8, RES, LAB	2033	2: 2, 4, 7, EDU, RSS
2023	1: 1, 6, 9, BUS, PAMA, YOU	2034	3: 3, 5, 8, RES, LAB
2024	2: 2, 4, 7, EDU, RSS	2035	1: 1, 6, 9, BUS, PAMA, YOU
2025	3: 3, 5, 8, RES, LAB	2036	2: 2, 4, 7, EDU, RSS
2026	1: 1, 6, 9, BUS, PAMA, YOU	2037	3: 3, 5, 8, RES, LAB
2027	2: 2, 4, 7, EDU, RSS	2038	1: 1, 6, 9, BUS, PAMA, YOU
2028	3: 3, 5, 8, RES, LAB	2039	2: 2, 4, 7, EDU, RSS
2029	1: 1, 6, 9, BUS, PAMA, YOU	2040	3: 3, 5, 8, RES, LAB
2030	2: 2, 4, 7, EDU, RSS	2041	1: 1, 6, 9, BUS, PAMA, YOU

UNIVERSITY AREA COMMISSION

BY LAWS

As adopted on July 15, 2020

PREAMBLE

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

Article I. GENERAL PROVISIONS

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

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

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

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

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

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

Section 5. No Commission member shall represent the Commission in its official actions before any other public body or official, except as specifically authorized by the Commission. This shall not be construed as a restriction upon the right of the individual members to represent their own views before public or private bodies, whether in agreement or disagreement with the official action of the Commission, provided they do not represent themselves as speaking for the Commission.

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

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

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

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

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

Article II. MEMBERS

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

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

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

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

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

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

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

Section 4. Vacancies shall be filled as follows:

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

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

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

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

- a. Should the Mayor neither approve nor disapprove within thirty days (30) of notification then the action shall be deemed approved.
- b. A copy of each such notice shall be sent to the City Council (care of the City Clerk) and to the proper official of the Department of Development.
- c. New members of the Commission will attend a four (4) hour orientation training as provided by the City of Columbus or by the Commission. Failure of new members of the Commission to meet this requirement six (6) months from their date of appointment shall constitute resignation from the Commission.

Article III. OFFICERS

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

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

Section 2. The President shall:

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

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

Section 3. The Two Vice Presidents:

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

Section 4. The Two Secretaries:

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

Section 5. The Treasurer shall:

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

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

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

Article IV. MEETINGS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Article V. COMMITTEES

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

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

Section 2. The Executive Committee shall meet quarterly and:

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

Section 3. The Planning & Development Committee shall:

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

Section 4. The Community Relations Committee shall:

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

Section 5. The Zoning Committee shall:

- a. Regularly receive, review with each applicant, and make recommendations to the Commission on all applications for rezoning, variances, graphics and other zoning adjustment appeals, and special permits located wholly or partially in the area; and,
- b. Shall review, monitor, and vote on all requests for demolitions. The decision of this committee on all such requests is final and must be reported to the Commission at the next regularly scheduled meeting.

Section 6. The Governance Committee shall:

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

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

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

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

Article VI. ELECTIONS

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

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

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

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

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

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

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

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

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

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

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

Article VII. AMENDMENT

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

REVISED BYLAWS
of
THE NORTH LINDEN AREAS COMMISSION

Amended July 16, 2020

ARTICLE I. NAME & BOUNDARIES

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

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

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

ARTICLE II. PURPOSE

JAT **Section 1.** These Bylaws shall establish the proceedings by which the North Linden Area Commission shall execute its duties and functions under the grant of authority set forth in Chapter 3109 of the Columbus City Code.

ARC
08/15/2020 **Section 2.** This Commission is established to afford citizen participation in the decision-making process functioning in an advisory capacity and to facilitate communication, understanding and cooperation between neighborhood groups, city officials and developers.

ARTICLE III. MEMBERSHIP

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

- a) Seven (7) persons living in the Commission area shall be selected as resident members by the selection procedure outlined in Art. III, Sect. d.
- b) Two (2) members, who need not be area residents but who have shown a demonstrated interest in the area, shall be nominated by the selected members of the Commission.

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

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

c) All members shall serve without compensation

Section 2. Selection, Terms, Vacancies

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

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

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

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

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

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

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

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

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

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

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

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

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

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

JSK
08/15/2020 FFB

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

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

Section 3. Expectations and Responsibilities of Commissioners

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

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

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

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

Section 5. Attendance

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

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

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

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

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AKB
08/15/2020

ARTICLE IV. OFFICERS

Section 1. The Officers of the Commission shall be Chair, Vice-chair, Zoning Chair, and Treasurer.

Section 2. Officers shall be elected by a majority of the Commission members present at the October monthly meeting.

Section 3. Each Officer shall be elected for a term of one (1) year, beginning January 1.

Section 4. The duties of the officers shall be:

- a) The Chair shall preside at meetings of the Commission and prepare the agenda for Commission meetings, in consultation with the other Commission members.
- b) The Vice-Chair shall perform the duties of the Chair in the Chair's absence and shall perform such special duties that may arise from time to time at the request of the Chair.
- c) The Treasurer shall receive and submit all Commissioners' requests with receipts for reimbursement; and shall receive and disburse all funds of the Commission.

Section 5. The Vice-Chair shall fill a vacancy in the Chair position. A vacancy in every other position shall be filled by election by a majority of the Commission members present at the subsequent monthly meeting. A vacancy filled for six (6) months or more shall be considered full term.

Section 6. Election of officers shall be by roll call.

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A/B
08/15/2020
ARTICLE V. MEETINGS

Section 1. Regular Meetings

- a) Regular meetings shall be on the third Thursday of each month at a stated time to be determined by two-thirds vote of the Commission and shall be open to the public. Regular meetings shall commence no later than 15 minutes after the stated time.
- b) The first regular meeting in January shall be the Annual Meeting at which time the new Commissioners shall take office, officers shall be elected by roll call (Article IV, Section 6) and annual reports from committees will be received.
- c) A regular meeting may be cancelled, or the meeting date changed, by a two-thirds vote of the Commission.

Section 2. Special Meetings

- a) Special meetings may be called by the Chair or by a majority of members present in a regular or special meeting or by the Chair at the written request of at least five (5) members.
- b) Written notice of any special meeting shall be given to each Commission member and the public at least seven (7) days in advance, except in an emergency. This written notice shall specify the date, time, and place of the meeting and describe all business to be conducted at the meeting.

c) No business shall be conducted at a special meeting unless it was included in the notice of the special meeting.

d) Special meetings shall be open to the public.

Section 3. Quorums

A quorum shall be defined as greater than 50% of the Commission members. A majority of the Commission members present and voting shall be required to approve a motion, except as otherwise provided.

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

Call to Order

Roll Call

Approval of previous minutes

Recognition of Public Officials

City Reports

Scheduled speakers

Reports of standing committees (Old and New Business)

Reports of special committees (Old and New Business)

Reports from Neighborhood Organizations

For the Good of the Order - Announcements and Comments

Adjournment

Section 5. The Chair may recognize members of the public who wish to address the Commission and have turned in speaker slips concerning issues under discussion and on the agenda

a) If a member of the public wishes to be included on the Agenda, the person must contact the Chair. In turn, the Chair will inform the Commission.

b) The member of the public must state their name and the issue to be presented.

c) A uniform time limit for such presentations may be set by the Chair.

Section 6. Issues brought before the Commission that are not under discussion, nor on the Agenda may be discussed or tabled by a vote of a show of hands so that proper authorities can be consulted.

Section 7. When guests are invited to speak to the Commission the time will generally be limited to fifteen (15) minutes or at the discretion of the Chair.

Section 8. Dissenting or non-concurring Committee member's reports may be filed by Commission or committee members and shall be attached to the Standing and Special Committees' reports.

Section 9. Commission meetings shall be limited to not more than three (3) hours unless deemed appropriate and approved by a majority of the Commission members present.

Section 10. Except as otherwise specified, meetings of the Commission shall be conducted in an orderly and reasonable manner using the latest current revision of Robert's Rules of Order as a guide.

- a) Voting shall take place by a show of hands
- b) At the request of any Commissioner, a roll call vote may be granted.

JDH
AGB

ARTICLE VI. COMMITTEES

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

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

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

- a) The selected Chair of any committee may be requested to step down as the Chair of that committee by the Commission Chair. The selected Chair of any committee may be voted out as the Chair of that committee by a two-thirds majority vote of the Commission.
- b) Voting by the entire Commission, for the purpose of removing a selected Chair of a committee shall be conducted at a Special Meeting of the Commission.
- c) At any time before voting by the entire Commission, for the purpose of removing a selected Chair, the selected chair may resign the chair.
- d) Leaving the committee is the decision of the individual. If the individual remains on the committee, the individual shall not publicly represent the committee or the Commission in a position of authority with regard to that committee or any of that committee's functions. The individual is an internal member only on that committee.

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

Section 5. All committee meetings must be publicized by sending the date, location, time and agenda to the Department of Neighborhoods at least 7 days in advance for submission to the city bulletin.

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

Section 7. The standing committees and their responsibilities are:

- a) **Executive Committee**

1. Consists of Chair, Vice-Chair, Zoning Chair, and Treasurer;
2. Prepare the agenda of regular meetings; plan the direction and scope of Commission activities;
3. Review finances and policies.

b) Planning & Development Committee

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

c) Zoning Committee

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

d) Community Engagement Committee

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

e) Health & Safety Committee

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

4. Sub-committee – Code Enforcement

- a. Report known code violations in the North Linden Area Commission area to the appropriate Code Enforcement officer of the City of Columbus;
- b. Become knowledgeable about code enforcement problems in the community and make constructive suggestions about remedying them; and
- c. The Committee may undertake programs to educate the community about code enforcement issues.

f) Job Creation and Workforce Development

1. Providing opportunities for entrepreneurship;
2. Partnering with businesses to offer employment.



3. Sub-Committee – Education

- a. Linking business owners and educators;
- b. Promoting training for employees.

g) Transportation Committee

Initiate and/or assist with efforts to alleviate vehicular traffic problems in the community

K. H. W.

H. B.
08/15/20

ARTICLE VII. CODE OF CONDUCT

Commissioners have an obligation to limit comments from litigious content that jeopardizes the NLAC. If comments are deemed harmful, by the NLAC, to any member of the Public and/or the NLAC, then the offending Commissioner must issue a public statement for the record at the subsequent NLAC meeting. This statement must include reference to the offense and indicate that her/his opinions and comments were personal and had no bearing on the NLAC.

ARTICLE VIII. AMENDMENTS

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

a) The proposed amendment shall first be read at the regular meeting when submitted and again at the next two (2) regular meetings following. The proposed amendment shall be voted on after the reading at the third regular meeting.

b) With a unanimous vote of the Commission members present at the first reading, the proposed amendment may be voted on at the next regular meeting.

c) Adoption of the proposed amendment shall be by a two-thirds majority vote of the entire Commission.

Section 2. In accordance with Chapter 3109 of the Columbus City Code, the approved amendment shall be filed immediately with the Department of Neighborhoods after its adoption. Such amendment shall take effect thirty (30) days after publication in the City Bulletin.

[Signature]

JOHN S. LATHAM ~~TOB~~ 08/09/2020
Chair, North Linden Area Commission.

[Signature]

Holly L. Borghese 8-9-2020

GREATER SOUTH EAST AREA COMMISSION



GSEAC

COLUMBUS, OH

**GREATER SOUTH EAST
AREA COMMISSION
BY-LAWS**

Amended 5-26-2020

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Greater South East Area Commission Bylaws

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

Article I – Name

The name of this organization shall be the Greater South East Area Commission, herein referred to as the “Commission”.

Article II – Area

On the north:

Interstate 70 from S. Hamilton Road (State Rt. 317) to Big Walnut Creek; Big Walnut Creek from Interstate 70 to the Norfolk Southern railroad corridor; the Norfolk Southern railroad corridor from Big Walnut Creek to the west corporate limit of the Village of Brice; the west, south, and east corporate limits of the Village of Brice from the Norfolk Southern railroad corridor on the west side of the village to the Norfolk Southern railroad corridor on the east side of the village; the Norfolk Southern railroad corridor from the east corporate limit of the Village of Brice to Refugee Road; and Refugee Road from the Norfolk Southern railroad corridor to the west corporate limit of the City of Pickerington.

On the east:

The west corporate limit of the City of Pickerington to Wright Road; and the Fairfield County/Franklin County line from Wright Road to the north corporate limit of the City of Canal Winchester.

On the south:

The north and west corporate limits of the City of Canal Winchester from the Fairfield County/Franklin County line to Columbus-Lancaster Road (U.S. Rt. 33); Columbus-Lancaster Road (U.S. Rt. 33) from the west corporate limit of the City of Canal Winchester to the east corporate limit of the City of Groveport just south of Blacklick Creek; the east corporate limit of the City of Groveport from Columbus-limit of the City of Groveport; and the north corporate limit of the City of Groveport from the east corporate limit of the City of Groveport to I-270.

On the west:

I-270 at the intersection of Columbus-Lancaster Road (U.S. Rt. 33) to S. Hamilton Road (State Rt. 317). Where I-270 crosses S. Hamilton Road (State Rt. 317), the western boundary continues north along S. Hamilton Road (State Rt. 317) to I-70. *Ava Johnson*

Acres: 9,390 acres or 14.7 square miles

Estimated number of housing units: 16,522 (14,720 (89.1%) occupied; 1,802 (10.9% vacant)

Article III – Purpose

1. The purpose of this Commission shall be to afford additional voluntary citizen participation in decision making in an advisory capacity to the City Administration and City Council and to facilitate communication, understanding, and cooperation between neighborhood groups, city officials, and developers. The Commission shall:
 - a. In the interests of local planning for local needs, identify and study problems and requirements of the Commission Area in order to:
 - i. Create plans and policies which will serve as guidelines for future developments of the Area.
 - ii. Bring the problems and needs of the Area to the attention of appropriate Government agencies or residents and local officials.
 - iii. Recommend solutions or legislation
 - b. Aid and promote communication within the Commission Area and between it and the rest of the City by means of:
 - i. Regular and special meetings of the Commission which are open to the public, the area,
 - ii. Public forums and surveys to provide an opportunity for area residents, businesses and organizations, institutions and governments to comment,
 - iii. Initiating proposals and supporting those introduced by individual citizens or area organizations which will enhance the quality of life enjoyed by area residents and preserve the unique residential and commercial mix of the Area, and
 - iv. Promoting and encouraging business functions, methods of operation, architectural appearance, and locations are consistent with the character and requirement of the area.
 - c. Initiate, review and recommend criteria and programs for the preservation, development, and enhancement of the Commission Area,

including but not limited to parks, recreation areas, sidewalks, streets and traffic by means of:

- i. Reviewing the proposed Capital Improvements Budget and proposing new items and changes relating to the area,
 - ii. Making recommendations for restoration and preservation of the historical elements within the Area, and
 - iii. Receiving and reviewing for recommendation prior to the adoption by governmental bodies, any new or revised comprehensive plan affecting the Area.
- d. Recommend priorities for and review government services and operation of the various government departments in the Commission Area by means of:
- i. Requesting and receiving from departments or agencies periodic reports concerning governmental services in the Area,
 - ii. Meeting with administrative heads of any department or agencies or any of their subordinates to obtain additional information deemed necessary for the Commission to fulfill its functions,
 - iii. Requesting and receiving from departments or agencies, prior to implementation, full reports on any proposed changes,
 - iv. Reviewing and evaluating pending legislation substantially affecting the area prior to its consideration by Council, and
 - v. Review and comment on zoning issues and demolition presented to the Commission.
- e. Recommend persons from Commission Area for nominations to membership on City boards and Commission which make decisions or recommendations affecting the Commission Area.
- i. The Commission shall not endorse any candidate for public office.

Article IV – Membership

1. Appointment. All Commissioners shall be appointed by the Mayor of the City of Columbus in accordance with C.C. 3109. The Secretary shall notify the Mayor of all nominations, elections, and vacancies within ten days of such action.
 - a. Should the Mayor neither approve nor disapprove the action within thirty (30) days of notifications, the actions shall be deemed approved until notice from the Mayor as specified in C.C. 3109.
 - b. A copy of each notice shall be sent to the City Council in care of the City Clerk.

2. Members The Commission shall consist of 13 members (13) members. Each member shall either reside, work or own property in the Commission area. Each member shall serve without compensation. The Commission will solicit residents or businesses from all areas of the Commission.. *Ava Johnson*
 - a. Ten (10) Elected Commissioners shall be elected from the Greater South East Area. The ten (10) Commissioners shall be selected in accordance with the selection Rules adopted by the Greater South East Area Commission. Each selected commissioner must be a resident in the city of Columbus. No more than two commissioners shall be elected from one subdivision. This will be enforced once a Commissioner's term is completed. The subdivision will be based on information from the Franklin County Auditor's website. *Ava Johnson*
 - b. Three (3) At-Large Commissioners shall either be employed, own real property or operate a business within the area and shall be nominated by the Commission. The three (3) individuals nominated by the Commission may be from, but not limited to, the following: one (1) official from Greater South East City Schools, one (1) representative of the Greater South East clergy, and one (1) from a Greater South East Area Business Association.
 - c. No more than one person from any household shall serve on the commission. Examples include husband, wife, parent and child, siblings, etc. The information must be disclosed at the time of applying to run for a commission seat. If found after the election profile is submitted, the Commission has the right to disqualify the applicant. Members of the same household may serve on Commission committees. *Ava Johnson*
 - d. The Commission must maintain a majority of the members to be residents of the Greater South East area boundaries.
3. Terms. The term of membership of elected officials shall be three years. All terms shall expire during the annual meeting in the year that the term expires; At large members shall serve three years and will need to be reappointed each term. -
4. Upon initial appointment, terms shall be staggered as determined by lot, one-third of the initial members shall serve for one (1) year; one third, for two years; and the remaining one-third, for (3) years or until their successors are appointed. Upon expiration of each member's term and thereafter, each member shall serve a total of three years so as to maintain continuity of experienced representation.

5. No Commission member shall represent the Commission in its official actions before any other public body or official, except as specifically authorized in writing by the Commission. This shall not be construed as a restriction upon the right of the individual Members to represent their own views before public or private bodies, whether in agreement or disagreement with the official action of the Commission.
6. Disqualification. Members shall maintain their residence, property or business in the Commission Area from which they were elected or appointed. Failure of a member to maintain his or her residence, property or business in the Greater South East Commission Area, shall be deemed a resignation and the Secretary shall notify the Mayor, city Clerk and the Director of Development.
7. Attendance. The year starts with the annual meeting, which is the 4th Tuesday in April. Members shall, so far as possible, be regular in attendance. Attendance shall also include participation by means of communication or media equipment if all persons participating can hear each other and participate. A member's absence from four (4) regular meetings in any one (1) year shall be deemed a resignation from the Commission, unless a petition has been received by the Chairperson of the Commission. The Commission must act upon the petition when it is received at either the next regularly scheduled meeting or the following regularly scheduled meetings. The petition must be made in writing and received by the Chairperson at least eight (8) days prior to the next regular meeting following the third absence. The petition is to request that some or all of the absences be excused due to extenuating circumstances. The nature of the extenuating circumstances shall be explained. If the Commission accepts, by majority vote, all or a portion of the absences may be excused. If a petition is not received, it shall be deemed a resignation from the Commission and notice of such will be communicated to the City of Columbus. After the second missed meeting, the secretary will remind the member of the attendance policy. After the third missed meeting, the secretary will remind the member about the need to submit a petition to the Chairperson if the member would like to maintain their position. Members shall, as soon as possible, inform either the Chairperson or the Secretary, prior to the meeting, when they know they will be absent.
8. The Commission shall nominate one or more candidates to fill any vacancy caused by death, disqualification, or other means for the remainder of the unexpired term by letter to the Mayor pursuant C.C. 3109. A replacement shall be nominated by the remaining members within thirty (30) days of the declared vacancy to fill the position until the next selections or annual nomination.

Article V- Officers

1. The officers of the Commission shall be: Chairperson, Vice-Chairperson, Secretary and Treasurer. At the first meeting of the Commission, officers shall be elected by majority vote of the Commission members. Thereafter, election of officers shall be at the annual meeting. Officers shall serve (1) year, or until a successor is elected. There is no limit to the number of terms that someone can serve in the same office. Each officer shall have the right to vote on any question. All officers shall be Commission members.
2. The Chairperson shall preside at all meetings of the Commission; in consultation with other Commission members, appoint standing and special committees of the Commission; serve as an ex-officio member of all committees; coordinate the action of officer and committee chairperson; or perform other duties associated with the office as required.
3. The Vice-chairperson shall assist the Chairperson; perform all the duties of the Chairperson; in his or her absence, or at the request of the Chairperson; and perform other such duties as may be assigned by the Commission.
4. The Secretary shall call and record roll; remind a member of his or her absences per Article IV, section 6; record and maintain accurate voting records and meeting summaries which shall be open to public examination; maintain such other records as the Commission may direct; notify the Mayor of any vacancy; perform related duties as may be assigned by the Commission; and in the absence of both the Chairperson and the Vice- Chairperson, call the meeting to order and preside until the immediate election of Chairperson pro tempore. The Secretary shall also maintain Public Records such as (emails, memos, meeting notes, and minutes, etc.) that the Commissions creates as they go about Commission business.. The records shall be available to the public at request;
5. The Commission shall also abide by the City of Columbus's Record Retention schedule which describes the dates and process for destroying documents.
6. The Treasurer shall receive all funds and disburse all funds with the Commission's approval. The Commission shall provide for a reconciliation of the financial records of the accounts prior to each annual meeting. The treasurer shall have the right to open the account, make deposit and write checks.
7. A vacancy in the office of the Chairperson shall be filled by the Vice-chairperson. A vacancy in any other position shall be filled in the same manner as the original selection.

Article VI-Meetings

1. Regular meetings of the Commission shall be held every month on the fourth Tuesday at 6:30 pm, unless otherwise directed by the majority vote of the Commission in sufficient time to notify constituents and the City Administration of such change. Each meeting shall be held in the Commission Area unless suitable facilities are not available in which they may seek suitable facilities contiguous to the Commission Area in an appropriate large room convenient for members and the public chosen by the Commission as its regular meeting place unless otherwise specified at least fifteen (15) days prior to the meeting. Notice of the meeting with an agenda shall be published in the City Bulletin prior to changing meeting time or location.
2. The annual meeting shall be the first regular meeting in April at which time new members will be seated and new officers elected
3. Special meetings may be called by the Executive Committee, the Chairperson, or by a majority of the members in a regular or special meeting. The meeting's purpose, date, time and location shall be stated when the meeting is called. No business will be considered at the special meeting unless it was stated when the meeting was called. Except in cases of emergency, three (3) days notice shall be given for a special meeting. The Commission shall maintain a list of persons who have requested to be contacted prior to a Special meeting being called. When possible, at least seven (7) days in advance in a newspaper of general circulation in the Commission Area and on the web site.
4. Quorum: A majority of the Commission members shall constitute a quorum for conducting business.
5. Voting: A majority of the Commission members present and voting shall be required to approve any action. A tie vote is disapproval. The Chairperson shall state each issue in a positive form such as "The question before the Commission is: Shall the application; Request approval for _____ be approved?"
6. Each commissioner should determine for herself or himself when they have a conflict of interest that warrants their recusal from participating and voting on a particular matter before their commission.
7. Should a 'conflict/recusal' issue arise in an open Commission meeting, the meeting should include full discussion, notating any motion, voting and reporting in the Minutes.

8. The Order of Business can be determined by the Chair. A suggested format is:
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Zoning
 - d. Invited Guests
 - e. Routine Business
 - f. New Business
 - i. Reports
 - ii. Announcements
 - g. Old Business
 - h. Adjournment
9. The Chairperson shall recognize members of the public who wish to address the Commission concerning issues under discussion. The Chairperson shall uniformly limit debate to an equal amount of time for each side of the issue. When appropriate, further action on the issue may be deferred to the next Commission meeting.
10. Dissenting or non-concurring reports may be filed with the Secretary by any Commission member and shall be attached to the majority report.
11. Individual citizens or Commissioners may be asked to research a specific topic and report findings to the Commission.

Article VII-Committees

1. The Chairperson shall appoint Commission members to standing committees giving due consideration to their individual preferences and subject to approval by a majority vote of the Commission members.
2. The Chairperson shall appoint non-members to Commission committees from recommendations by Commission members appointed to that particular committee subject to approval by a majority vote of the Commission members. Non-members appointed shall have full voting privileges in all proceedings of the committee to which they are appointed. The number of non-members on any committee shall not exceed the number of Commission members appointed.
3. Committee members shall serve at the pleasure of the Chairperson and their appointments shall expire at the next annual meeting.

4. The Chairperson shall be an ex-officio member of all committees, except the Nominating Committee.
5. After appointments are approved, the members of each committee shall select a Committee Chairperson from among the Commission members appointed to the committee.
6. Committees will be formed as needed.
7. Notice of all committee meetings and copies of all committee correspondence shall be filed with the Secretary and the Chairperson of the Commission. Committee findings which propose action or resolution shall be submitted at a regular meeting of the Commission for consideration.

Article VIII- Elections

1. The Elections Board shall consist of a minimum of three (3) Commission Area residents appointed by the Chairperson with the approval of the Commission at the last regular meeting in the current calendar year. No individual running election night activities can be connected in any way with any candidate appearing on the ballot for the Commission.
2. The Board shall appoint any necessary officers; provide for printing and distributing necessary for such as, but not limited to: petitions, ballots and tallies; receive petitions; certify persons who have qualified as candidates; locate polling places; conduct the election; tally the votes; hear and decide complaints concerning the election or campaign; and certify the winning candidates to the Commission pursuant to C.C. 3109 and the Selection Procedure, including all activities incidental thereto.
3. Candidates for selection shall not be members of the Election Board or polling staffs in year or years in which their names appear on the ballot.
4. Elections shall be by anonymous ballot and determined by plurality of vote if three (3) or more candidates vie for a single position, otherwise a majority of votes cast shall elect. Any person eighteen (18) years of age or older who is a resident of the Commission Area may be an elector. Electors need not be registered with the Franklin County Board of Elections or Fairfield County Board of Elections. The initial election shall be conducted by a Task Force. Thereafter, each election shall be conducted by the Elections Board the second Monday in January. Members shall take office at the annual meeting provided the appointment has been approved and voted on by the Mayor and City Council.

5. The Election Board shall adopt Election Rules for governing the elections by majority vote of its members provided such rules shall conform to these Bylaws and Selection Procedure. Such rules shall not be changed during the ninety (90) days before an election nor thirty (30) days after an election. The adoption of amendment of such Rules shall be presented to the Commission at the beginning of a regular meeting. Should the Commission not disapprove of them prior to adjournment, such Rules take effect. The Commission may amend the Election Rules without action by the Elections Board in the same manner as an amendment of these Bylaws.

Article IX-Parliamentary Authority

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

Article X- Amendment of Bylaws

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