

**RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL**

Minutes of

Meeting

BEAR GRAPHICS 600-925-8084 FORM NO. 10149

MONDAY, MAY 4, 2020

Held

20

The regular meeting of the Bowling Green City Council, held in the Council Chamber, 304 North Church Street, Bowling Green, Ohio was called to order at 7:00 p.m. by Council President Hollenbaugh. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Herald, Hollenbaugh, Robinette, Rowland, and Zanfardino were present. Council Member Leontis and Phipps were present via teleconferencing. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, and City Attorney Michael Marsh. Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Saylor, and Parks and Recreation Director Kristin Otley were not present.

Council Member Herald moved, Rowland seconded, to approve the minutes of the regular meeting held April 20, 2020 as distributed. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that a listing of budget transfers for the month of April was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Rowland moved, Zanfardino seconded, to approve the transfers as presented. On unanimous voice vote, Council President Hollenbaugh declared motion carried. A copy of the transfers is attached and made a part of these minutes.

Clerk read correspondence from the Welcome BG initiative giving an update on its accomplishments. A copy of that correspondence is attached to and made part of these minutes.

SPECIAL RECOGNITIONS – MAYOR ASPACHER

There were no special recognitions by Mayor Aspacher.

LOBBY VISITATIONS

There were no lobby visitations.

NEW LEGISLATION

The following new legislation was recommended by the Administration and presented to Council for introduction:

Council Member Robinette, for the Finance Committee, introduced a resolution seeking equitable distribution of Coronavirus aid to local governments.

Council Member Zanfardino, for the Community Improvement Committee, introduced a resolution approving the petitions for renewal and the Plan of Services to be provided by the Bowling Green Central Business Special Improvement District, Inc., and approving the properties of the municipal corporation in said Plan of Services and approving the City of Bowling Green's cooperative cost share.

Council Member Zanfardino, for the Community Improvement Committee, introduced a resolution declaring the necessity to implement the Plan of Services adopted by the Bowling Green Central Business Special Improvement District, Inc., as approved in Resolution No. _____ and declaring the necessity to levy a special assessment for the services set forth in said plan upon the lots and lands benefiting under the plan.

OFFICIAL REPORTS

Mayor Mike Aspacher reported that the City received notification that additional funds will be received from the Department of Housing & Urban Development (HUD). Mayor Aspacher indicated that although the City has yet to actually receive the funds, staff is working hard to determine how to get the money quickly into the hands of low to moderate income people who are in need in the community. He noted that it is proving to be somewhat difficult to determine what is an allowable expenditure with these funds. New guidance is expected soon and he will keep Council informed of the progress. Mayor Aspacher also addressed the economic impact that the City will certainly feel as a result of the COVID-19 crisis. He noted that much of the impact is unknown at this time, but the City is expecting a significant drop in income tax revenue due to the business shutdowns. However, the Administration is working on a plan to address these issues.

Council Member Zanfardino commented that it was great news regarding the additional HUD funding. Zanfardino asked if this was additional funding or a redirection of CDBG funds and could the funds be used for rent for those affected by the pandemic. Mayor Aspacher responded that the funds received were additional funds and the use for rent is one possibility that is being explored. Zanfardino inquired as to the amount of funding to be received. Mayor Aspacher confirmed that \$182,000 is the anticipated amount.

Municipal Administrator Lori Tretter commended Council on the introduction of legislation this evening urging equitable distribution of Coronavirus aid to local governments. Tretter noted that the actual financial impact of this crisis will not be known for quite some time. However, staff is continuing to monitor activity and make the best projections possible. She indicated that they do know with certainty that there will be negative impacts to the City. The Administration has already enacted a hiring freeze, eliminated travel or training expenses, expense reductions, and closer scrutiny of expenditures. All department and division heads have been asked to make cuts in their 2020 budgets by 5 and 10%.

Council President Hollenbaugh asked to clarify with Tretter that none of the cuts would be for essential services. Tretter confirmed that there are no cuts to essential services at this time. Staff was asked to review and submit budget cuts that will be analyzed and decisions made as to implementation.

Council Member Rowland asked about the hiring of seasonal employees. Tretter responded that for the most part the City is not hiring many seasonal employees as some resources have been reallocated to other areas. Tretter also explained that many seasonal employees are associated with Parks and Recreation activities and no decision has been made at this point regarding those programs.

Council Member Robinette commented to Tretter that he likes the Capital Projects page that was added to the City's website.

Council President Hollenbaugh commented that he assumes as decisions are made regarding summer programs and the opening of the pool that information will be posted on the City's website. Tretter confirmed that staff is closely monitoring information put out by the State of Ohio and will make decisions as that information becomes available.

City Attorney Michael Marsh had no report.

COUNCIL COMMITTEE REPORTS

Council Member Robinette, on behalf of the Finance Committee, noted that a report was received from the Administration regarding recycling for the first quarter of 2020. Robinette asked Council Members to review it. He indicated that this baseline data, along with information collected in the second and third quarters will be used to analyze the program and make decisions moving forward regarding the recycling program.

READING OF LEGISLATION

Clerk read Resolution #3762 seeking equitable distribution of Coronavirus aid to local governments, for first reading.

Council Member Herald suggested Council discuss giving this resolution its second and third reading due to the changing environment. Council Member Robinette moved, Herald seconded, to suspend the rules and give Resolution #3762 its second and third reading.

Council Member Robinette commented that the introduction of this resolution was discussed at the last meeting. He indicated that he feels that it is important to send a message to the elected officials that if there is going to be future relief funding made available that communities like Bowling Green. Council President Hollenbaugh commented that this resolution is essential because there is so much that the City does that are contingent on funds that are not coming in right now. He feels that relief should be available regardless of the size of community. Council Member Zanfardino agreed with these comments and thanked Council Member Robinette bringing this resolution before Council. Council Member Rowland also agreed that this resolution is important and agrees with expediting its readings.

On roll call vote, Council Members Hollenbaugh, Leontis, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3762 for second and third reading by number and title only.

Council Member Robinette moved, Rowland seconded, to adopt Resolution #3762. On roll call vote, Council Members Leontis, Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3762 adopted.

Clerk read Resolution #3763 approving the petitions for renewal and the Plan of Services to be provided by the Bowling Green Central Business Special Improvement District, Inc., and approving the properties of the municipal corporation in said Plan of Services and approving the City of Bowling Green's cooperative cost share, for first reading.

Clerk read Resolution #3764 declaring the necessity to implement the Plan of Services adopted by the Bowling Green Central Business Special Improvement District, Inc., as approved in Resolution No. 3763 and declaring the necessity to levy a special assessment for the services set forth in said plan upon the lots and lands benefiting under the plan, for first reading.

Clerk read Resolution #3761 to approve agreements and authorize the Municipal Administrator to sign agreements between the City of Bowling Green and Ohio Logistics, Ltd. to provide incentives available for project development in the Bowling Green Community Reinvestment Area Number 6, for second reading.

Clerk read Ordinance #8844 changing the name of Bay Harbor Court East to East Bay Harbor Court and the street name of Bay Harbor Court West to West Bay Harbor Court, for third reading.

Council Member Phipps moved, Rowland seconded, to adopt Ordinance #8844. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Leontis voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8844 adopted.

Clerk read Ordinance #8845 accepting annexation of approximately 40.586 acres of land in Center Township, Wood County, Ohio, from the City of Bowling Green, petitioner, for third reading.

Council Member Phipps moved, Rowland seconded, to adopt Ordinance #8845. Council Member Herald noted that the Planning recommended that the City plans to work with Vehtek to improve its property and asked if there was a plan for that. Municipal Administrator Tretter confirmed that the City does plan to work with Vehtek on screening for its property. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8845 adopted.

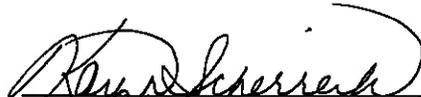
Clerk read Ordinance #8846 establishing interim zoning for approximately 40.586 acres of land at the southwest corner of Carter Road and East Poe Road, recently annexed to the City as petitioned for by the City of Bowling Green, of M-1 Light Industrial zoning, for third reading.

Council Member Phipps moved, Zanfardino seconded, to table Ordinance #8845 until the public hearing is held on May 18, 2020. On roll call vote, Council Members Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8845 tabled until May 18, 2019.

Council President Hollenbaugh noted that at the last few meetings he has ended the meeting by encouraging citizens to wear masks. He stated that he is happy to see employees in local businesses now wearing masks. He also explained that the purpose of wearing a mask is as a method of protecting those around you when you cannot guarantee social distancing. He stated that the purpose of a mask is not to protect you, but to protect those around you. As businesses open up and as people begin circulating in areas where they have not been circulating for the past month, it is important to wear a mask where social distancing cannot be guaranteed.

Council Member Zanfardino commented that he received a few phone calls from citizens that have been seeing gatherings over the limit of ten people as encouraged by the Governor's directive. He has heard that people are gathering for parties around town, and asked that people be more considerate and demonstrate good social sense to protect each other in the same manner that we are wearing masks to protect each other.

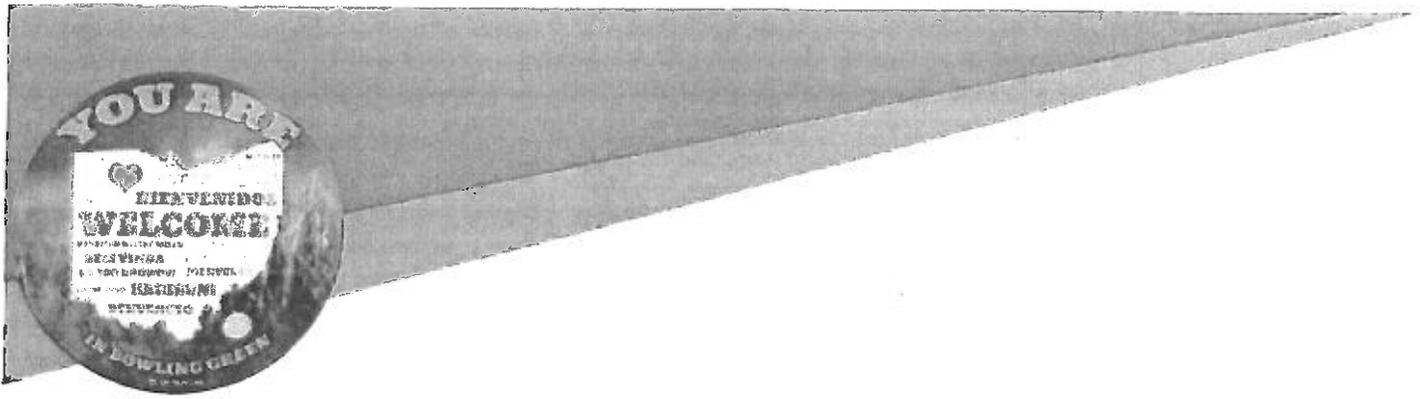
Council Member Herald moved, Rowland seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the May 4, 2020 regular meeting of the City Council at 7:34 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Mark Hollenbaugh, President of Council



WELCOME BG

City Council Members

Welcome BG (WBG) is bringing an update on some of what we've accomplished since City Council signed resolution 3662 back in 2017 and the task force recommendations in 2018. Welcome BG officially launched in September 2019 and housed at 130 S. Main Street (Four Corners) with Moja Kamala at a part time coordinator. WBG is governed by a Steering Committee (SC) that includes immigrants and people of diverse cultures and sectors. The SC is : Chief Tony Hetrick (BG Police Department), Stan Korducki (President, Wood County Hospital), Jennifer McCary (BGSU Chief Diversity and Belonging Officer), Ammar Mufleh (Business Owner), Beatriz Maya (Director, La Conexion), Dr. Kefa Otiso (BGSU Prof and Director of Global Village), Dr. Susan Peña (BGSU Prof and Director of School of Cultural and Critical Studies), Sandy Rowland (City Council Person At Large), Francis Scrucci (Superintendent, Bowling Green City Schools), Rob Spicer (Senior Pastor, St. Mark's Lutheran Church-BG) and Lori Tretter (Municipal Administrator).

WBG's focus is developing a community that is welcoming and safe for immigrants and diverse populations. WBG sees immigrants as an asset for economic growth and community vitality. Its immigrant integration activities focus on two major areas (1) Workforce and economic development-workshops on hiring immigrants and international students; understanding immigration processes; disseminate data reflecting the immigrant contribution to the economy; talent retention by matching employers to work ready immigrants or international students; (2) Living and Thriving: language access, cultural competency, access to housing and other social services.

During this time of COVID-19 we have focused on the international students that are in our community who could not go back home for various reasons. We're in touch with the Executive Director of International Programs, Dr. Marcia Salazar should our services be needed. We have also checked in with the immigrant owned businesses and provided information for available loans through the Bowling Green Economic Development Foundation. Predominantly, we have been using our facebook page to post credible information about the virus, testing locations, stay-at-home orders etc. The documents are translated in several languages to reach as many as possible in our community.

WBG has conducted a Lunch and Learn for local employers—providing information on how to hire immigrants with the help of an immigration lawyer who walked them through the types of visas and other immigration laws. Our goal is to continue with as many of these (including the community) as needed to provide education and change the narrative that immigrants are liabilities instead of the contributing members in our town.

Our working groups are focusing in branding WBG, form ambassador program, increase and build upon local partnerships, international student retention and creating conditions for "New Americans" to be able to participate in the social and economic development of the city and provide easy access to systems and services. In the interest of time, we will keep this brief but for details and more WBG accomplishments, visit our facebook page and our as of yet "under construction" website. We invite you to check out, like and invite your friends to our FB page. We are grateful for your support and the Mayor's - whose goals align with WBG's mission. We have a lot of work ahead mainly affordable housing issues, transportation, language access, cultural infusion in local community events, local-region-state visibility, education/training in all sectors, signature cultural community event, mutual goals and partnership with BGSU and Commissioners etc. Your continued support is invaluable as we collectively and intentionally work towards a diverse and culturally rich community where each person is valued, celebrated and feels proud to call BG home. This is imperative and in everyone's interest for Welcome BG to continue and succeed as it will have a bearing on BGSU's success to attracting international students, faculty and staff; and for companies to look at BG as a place to invest and bring their businesses to.

Thank you
Mojabeng Kamala
WBG Coordinator
May 5, 2020



**FINANCE DEPARTMENT
CITY OF BOWLING GREEN**

May 4, 2020

TO: Bowling Green City Council
FROM: Brian Bushong, Finance Director

Transfers requested for the month of May include:

Fund	Dept.	Account	Description	From	To
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 2,911.67	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 2,911.67
4030	710	92100	Green Space Acquisition Fund, Recreation Department, Transfer To General	\$ 2,225.00	
1010	000	69440	General, Revenue, Transfer From Capital Projects		\$ 2,225.00
2078	170	92300	Municipal Court Special Projects, Municipal Court, Transfer To Debt Service	\$ 7,500.00	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 7,500.00
4018	810	92300	Capital Improvement, Capital Improvement, Transfer To Debt Service	\$ 33,621.88	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 33,621.88
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 28,283.33	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 28,283.33
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 37,824.90	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 37,824.90
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 20,764.06	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 20,764.06
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 19,209.90	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 19,209.90
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 184,213.00	

5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 184,213.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 91,772.50	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 91,772.50
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 42,064.00	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 42,064.00
Total				\$ 470,390.24	\$ 470,390.24