

GROVE CITY, OHIO COUNCIL
LEGISLATIVE AGENDA

July 20, 2020

6:30 Caucus

7:00 p.m.

Regular Meeting

Call to Order: President Houk -
& 7/13/20 - Welcome and Reading of Agenda: President Houk

Roll Call: Clerk of Council -

Approval of Minutes from 7/06/2020

LANDS: Mr. Schottke

Ordinance C-15-20 Accept the Annexation of 74.215+ acres located West of S.R. 104 and South of White Road to the City of Grove City. Second reading and public hearing.

Ordinance C-24-20 Approve the Rezoning of 4300 Grove City Road from SF-1 (single family residential to SD-1 (educational). Second reading and public hearing.

Ordinance C-25-20 Amend the Zoning Text for Beulah Park, Subarea C, located south of Southwest Blvd. and East of Demorest Road as adopted by Ord. C-24-18. Second reading and public hearing.

Ordinance C-27-20 Authorize the City Administrator to execute a Pre-Annexation and Development Agreement with Ciminello's Inc. concerning the Annexation and Development of 76+ acres located West of S.R. 104. Second reading and public hearing.

Ordinance C-34-20 Approve the Plat for Autumn Grove, Section 4. First reading.

Ordinance C-35-20 Approve a Special Use Permit for Dog Grooming for Mutts & Co. located at 4170 McDowell Road. First reading.

Ordinance C-36-20 Approve a Special Use Permit for a Drive-Thru for Mutts & Co. located at 4170 McDowell Road. First reading.

SAFETY: Mr. Schlabach

Ordinance C-28-20 Amend Various Sections of Chapter 376 titled Operation Restricted for Low-Speed and Under-Speed Vehicles. Second reading and public hearing.

Ordinance C-33-20 Requiring Face Coverings in any Public Space to Limit the Spread of COVID-19, and declare an emergency. *Withdraw requested.*

FINANCE: Mr. Holt

Ordinance C-29-20 Appropriate \$901,205.00 from the Local Coronavirus Relief Fund for the Current Expense of Pandemic Related Expenses as required under The CARES Act. Second reading and public hearing.

Ordinance C-30-20 Authorize an Amendment to the Agreement with CityView and Appropriate \$192,180.32 from the General Fund for related expenses. Second reading and public hearing.

Ordinance C-32-20 Enact the Wet Basement Grant Program and Appropriate \$200,000.00 from the Sidewalk Program to the Wet Basement Program. Second reading and public hearing.

Call for New Business: President Houk

Call for Dept. Reports & Closing Comments: President Houk

Adjourn meeting: President Houk - Unanimous Consent

ON FILE: Minutes of: 07/06 & 13/20 Council Meeting; 7/07/20 Plan. Comm. Meeting

Date: 03/27/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Co. Comm.
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-15-20
1st Reading: 04/06/20 *BK*
Public Notice: 04/07/20
2nd Reading: 04/20/20 *6/01, 7/6*
Passed: _____ Rejected: _____
Codified: _____ Code No: *per petitioner*
Passage Publication: *Postpone to 7-20*

ORDINANCE NO. C-15-20

AN ORDINANCE TO ACCEPT THE ANNEXATION OF 74.215+ ACRES LOCATED WEST OF STATE ROUTE 104 AND SOUTH OF WHITE ROAD IN JACKSON TOWNSHIP TO THE CITY OF GROVE CITY

WHEREAS, a petition for the annexation of 74.215+ acres, more or less, in Jackson Township was duly filed by Donald T. Plank; and

WHEREAS, said petition was considered by the Board of County Commissioners of Franklin County, Ohio on December 17, 2019; and

WHEREAS, the Board of County Commissioners certified the transcript of the proceeding in connection with the said annexation with the map and petition required in connection therewith to the City Clerk who received the same on January 27, 2020.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT

SECTION 1. The proposed annexation, as applied for in the petition of Donald T. Plank, agent for the Catherine M. Burgstaller Trust, Frank Burgstaller, and Elizabeth T. Morgitzer, being the owner(s) of the territory sought to be annexed and filed with the Board of County Commissioners of Franklin County, Ohio on November 26, 2019 and which said petition was approved for annexation to the City of Grove City by the County Commissioners on December 17, 2019, be and the same is hereby accepted.

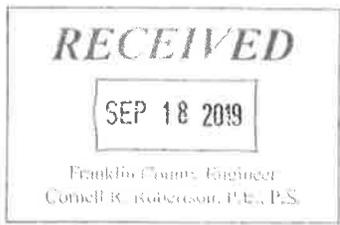
Said territory is described as follows: Situated in the State of Ohio, County of Franklin, Township of Jackson and being part of Virginia Military Survey No. 469. A copy of the legal description of the property being annexed is attached hereto as "Exhibit A" and made a part hereof as if fully written herein.

SECTION 2. The zoning on this annexation shall be SF-1, Single Family Residential, and shall be placed in Ward 3. A map is attached as "Exhibit B" and made a part hereof.

SECTION 3. The City Clerk be and she is hereby authorized and directed to make three copies of the ordinance to each of which will be attached a copy of the map showing this annexation, a copy of the original petition, a copy of the transcript of proceedings of the Board of County Commissioners relating thereto, a certificate as to the correctness thereof. The clerk shall then forthwith deliver one copy to the County Auditor, one copy to the County Recorder, and one copy to the Secretary of State and such other things as may be required by law.

SECTION 4. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council



C-15-20
Exhibit A

ANNEXATION
PLAN & DESCRIPTION
ACCEPTABLE
CORNELL R. ROBERTSON, P.E., P.S.
FRANKLIN COUNTY ENGINEER
Date 9/18/19

LEGAL DESCRIPTION

**Description of 74.215 ACRES +/- TO BE ANNEXED FROM JACKSON TOWNSHIP
TO CITY OF GROVE CITY**

Situated in the State of Ohio, County of Franklin, Jackson Township, Virginia Military Survey #469 and being all parts of the following tracts of land, a 14.144 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-001492, a 12.783 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-000056, a 12.758 acre tract as conveyed to Frank X. Burgstaller of record in Instrument Number 200803100036238 PID 160-002631, a 1.658 acre tract as conveyed to Elizabeth T. Morbitzer Tr. & Capital City Mechanical, Inc. of record in Instrument Number 201605040055425 PID 160-001019 and a 0.943 acre tract as conveyed to Elizabeth T. Morbitzer Tr. & Capital City Mechanical, Inc. of record in Instrument Number 201605040055425 PID 160-001018. Also, being parts of the following tracts, a 31.616 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-002459, a 1.000 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-002507, and a 0.312 acre Right-of-Way drop conveyed to the Franklin County Commissioners as recorded in Instrument Number 201609200127419;

All deed references are on record at the Recorder's Office of Franklin County, Ohio and described as follows:

BEGINNING, at a point in the southerly line of said 31.616 acre tract in the westerly Right-of-Way line of Jackson Pike and in the northerly line of a 146,799 acre tract of land as conveyed to Pinnacle Golf Club LLC of record in Instrument Number 200608100157983 PID 040-012705, also being a northeasterly corner of existing City of Grove City Corporation line Case 25-03 Ordinance Number C-29-03 of record in Instrument Number 200312240402634;

Thence, westerly with said existing City of Grove City Corporation Line and the southerly line of said 31.616 acre tract and said 14.144 acre tract, approximately 2,621 feet along said Corporation line to the southwest corner of said 14.144 acre tract;

Thence, northerly with the westerly line of said 14.144 acre tract and being the proposed City of Grove City Corporation line, a distance of approximately 507 feet to a point;

Thence, westerly continuing with said lines, a distance of approximately 121 feet to a point;

Thence, northerly continuing with said lines and through a portion of the Right-of-Way of White Road, a distance of approximately 1068 feet to a point in the northerly Right-of-Way Line of White Road, and the northerly line of said 0.312 acre tract, also being a southerly line of existing City of Grove City Corporation Line Case 15-04 Ordinance Number C-62-04 of record in Instrument Number 200408170192913;

Thence, easterly with said existing City of Grove City Corporation Line and the northerly line of said 0.312 acre tract, a distance of approximately 186 feet to a point;

Thence, southerly leaving said existing Corporation Line, through the Right-of-Way of White Road and partially with an easterly line of said 12.758 acre tract and partially with the westerly line of a 2.100 acre tract as conveyed to Patrick L. & Kimberly J. Torgerson of record in Instrument Number 199909020225095 PID 160-001491, also being the proposed City of Grove City Corporation line, a distance of approximately 463 feet to a point at the southwesterly corner of said a 2.100 acre tract;

Thence, easterly with a northerly line of said 12.758 acre tract, a distance of approximately 412 feet to a point at the southeasterly corner of a 2.000 acre tract of land as conveyed to Dietra K. Sherwin of record in Instrument Number 201806110076724 PID 160-000632;

Thence, northerly with a westerly line of said 12.758 acre tract, a distance of approximately 199 feet to a point at the southwesterly corner of a 0.989 acre tract as conveyed to Jimmie A. Davis, Jr. & Lauren M. Davis of record in Instrument Number 201806040073732 PID 160-000632;

Thence, easterly with a northerly line of said 12.758 acre tract, a distance of approximately 363 feet to a point at the southwesterly corner of said 1.658 acre tract;

Thence, northerly with the westerly line of said 1.658 acre tract and through a portion of the Right-of-Way of White Road, a distance of approximately 240 feet to a point at the northwesterly corner of said 1.658 acre tract and in the centerline of White Road;

Thence, easterly with the centerline of White Road and with the northerly line of said 0.943 acre tract, a distance of approximately 469 feet to the northeast corner of said 0.943 acre tract;

Thence, southerly with the easterly line of said 0.943 acre tract and through a portion of White Road, a distance of approximately 242 feet to the southeasterly corner of said 0.943 acre tract and on the northerly line of said 12.758 acre tract;



Thence, easterly with a northerly line of said 12.758 acre tract and the northerly line of said 12.783 acre tract, a distance of approximately 622 feet to a point at the northeasterly corner of said 12.783;

Thence, southerly with the easterly line of said 12.758 acre tract, a distance of approximately 212 feet to a point at a northwesterly corner of said 31.616 acre tract, also being the southwest corner of a 1.114 acre tract as conveyed to Heidi M. Pack TR of record in Instrument Number 201704110049023 PID 160-001442;

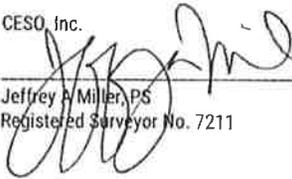
Thence, easterly with a northerly line of said 31.616 acre tract and the northerly line of said 1.000 acre tract, a distance of approximately 436 feet to a point in the westerly Right-of-Way line of Jackson Pike;

Thence, southeasterly with the westerly Right-of-Way line of Jackson Pike, a distance of approximately 1,055 feet, to the point of beginning and containing 74.215 acres of land, more or less;

This annexation description of the location of the property to be annexed and is not a boundary survey as defined in O.A.C. Chapter 4733.37. The above annexation contains a perimeter distance of 2807 feet contiguous with the existing City of Grove City Corporation line and a total perimeter of 9216 feet to be annexed, and 30% of the perimeter length is contiguous to the City of City of Grove City Corporation line.



CESO, Inc.


Jeffrey A. Miller, PS
Registered Surveyor No. 7211

9-17-19

Date:

Date: 06/09/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-24-20
1st Reading: 06/15/20
Public Notice: 06/16/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-24-20

AN ORDINANCE FOR THE REZONING OF 4300 GROVE CITY ROAD FROM SF-1 TO SD-1

WHEREAS, a petition was filed with the Planning Commission of the City of Grove City praying for the recommendation of said Commission in regard to the rezoning of certain premises hereinafter described; and

WHEREAS, the Planning Commission approved the rezoning on June 2, 2020; and

WHEREAS, a copy of the ordinance, together with a map and plat and the report of the Planning Commission has been on file in the Clerk's office for thirty days for public inspection.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The following described premises are rezoned from SF-1 (single-family residential) to SD-1 (educational):

Situated in the State of Ohio, County of Franklin, City of Grove City and being a part of Virginia Military Survey *and being part an original 29.93 acre tract in Survey No. 188, as recorded in Official Records, Deed Book 629, page 290, Recorder's Office, Franklin County, Ohio*, and being more fully described in Exhibit "A" attached hereto and made a part hereof.

SECTION 2. The comprehensive zoning map is hereby amended to conform to the provisions of this ordinance.

SECTION 3. This Ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

EXHIBIT A

Situated in the County of Franklin, in the State of Ohio, and in the City of Grove City:

Being part of an original 29.93 acre tract in Survey No. 188, Virginia Military Lands and described in Deed Book 629, Page 290, Recorder's Office, Franklin County, Ohio, and being more particularly described as follows:

Beginning at a point in the centerline of Grove City Road, 566.0 feet East of the centerline of intersection of Grove City and Demorest Roads; thence on a line parallel to Demorest Road, North 511 feet to an iron pipe; thence on a line parallel to Grove City Road, East 170.5 feet to an iron pipe; thence on a line parallel to Demorest Road, South 511 feet to a point in the centerline of Grove City Road, West 170.5 feet to the place of beginning, **containing 2.0 acres**, more or less.

Address: 4300 Grove City Road, Grove City, Ohio 43123
Parcel Number: 040-011900-00

1. Context Map

This site is located at 4300 Grove City Road Grove City, OH 43123 (PID: 040-011900).



202005280026
Brookpark Middle School (Rezoning)
4300 Grove City Road



Date: 06/09/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No. : C-25-20
1st Reading: 06/15/20
Public Notice: 6/16/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-25-20

AN ORDINANCE TO AMEND THE ZONING TEXT FOR
BEULAH PARK, SUBAREA C LOCATED SOUTH OF SOUTHWEST
BLVD. AND EAST OF DEMOREST ROAD AS ADOPTED BY ORD. C-24-18

WHEREAS, on May 07, 2018, Council approved a Rezoning request for 215 ± acres located South of Southwest Blvd. and East of Demorest Road that included a Zoning Text; and

WHEREAS, on June 02, 2020, the Planning Commission recommended approval of amendments to said Zoning Text as submitted, as follows:

Page 12, Section VC2cv:

- v. *All homes fronting on Streets 'B' and 'C' shall be a mixture of 1.5 stories and two stories (with 1.5 story homes fronting on Streets 'B' and 'C' being a maximum of thirty percent (30%) of the mix. All other homes within the subarea shall be a minimum of 1.5 stories. Maximum building height of all homes shall be 40' measured to the mid-point of the roof. The first floor shall have an elevation of 24" minimum above the finished grade, measured at the highest point of the grade at the house. The first floor walls shall have nominal ceiling heights between eight and ten feet. All houses fronting streets 'B' and 'C' shall roof pitches of seven - twelve minimum. Porch roofs may be of any pitch.*

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Zoning Text for Beulah Park, Subarea C located South of Southwest Blvd. and East of Demorest Rd., as adopted by Ordinance C-24-18, is hereby amended as shown above.

SECTION 2. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, Clerk of Council

Received by
City of Grove City
04-20-20

Exhibit D

Legal Description

Beulah Park - Subarea C

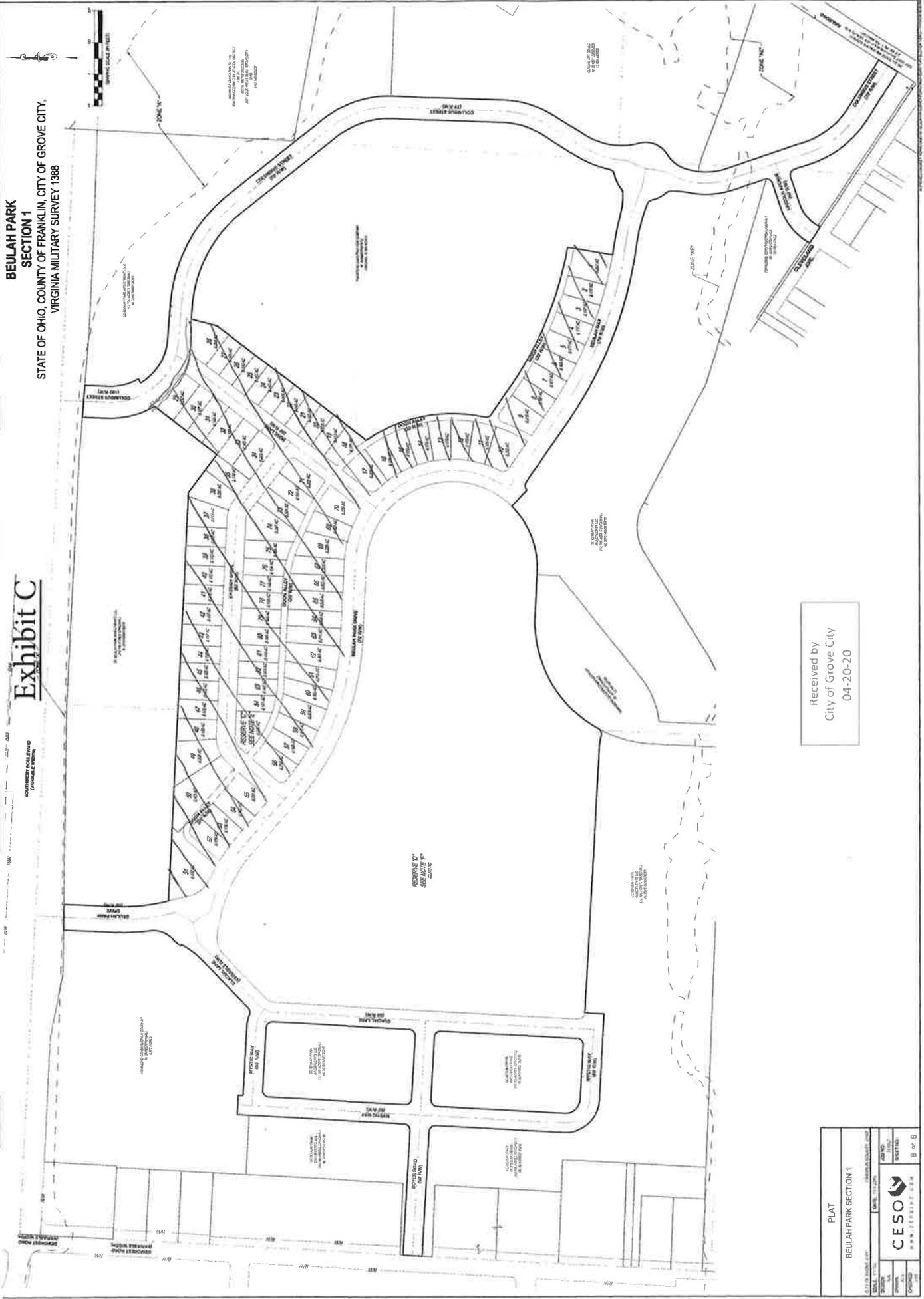
Situated in the State of Ohio, County of Franklin, and in the City of Grove City:

Being Lot Numbers 1-84, inclusive, of BEULAH PARK SECTION 1, as the same are numbered and delineated upon the recorded plat thereof, of record in Plat Book 127, Page 50, Recorder's Office, Franklin County, Ohio.

Exhibit C

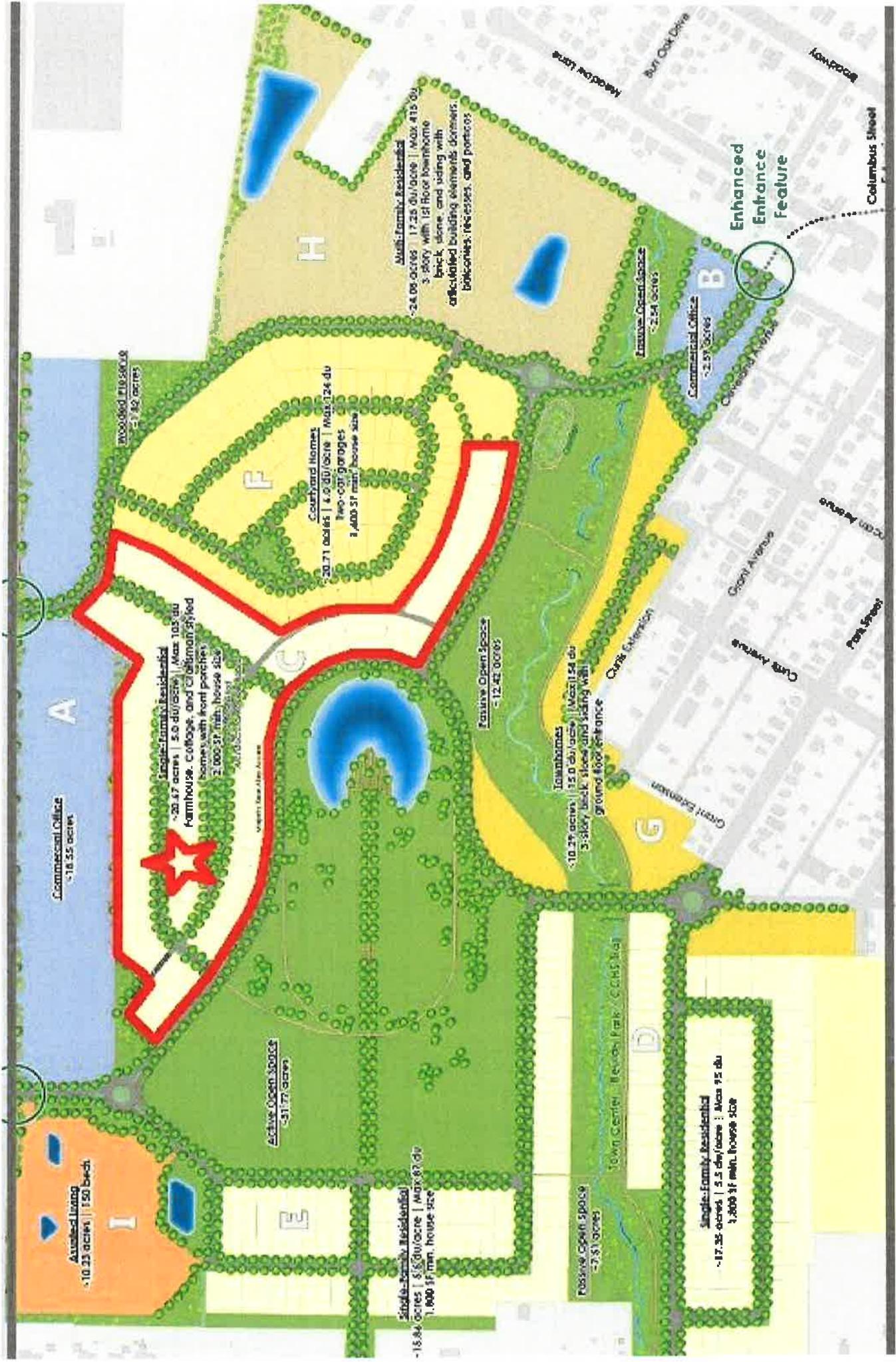
BEULAH PARK SECTION 1

STATE OF OHIO, COUNTY OF FRANKLIN, CITY OF GROVE CITY,
VIRGINIA MILITARY SURVEY 1388



Received by
City of Grove City
04-20-20

PLAT		BEULAH PARK SECTION 1	
DATE	11/12/2019	FILE	11/12/2019
BY	JAMES R. COLE, L.S.	BOOK	127
BY	JAMES R. COLE, L.S.	PAGE	57
BY	JAMES R. COLE, L.S.	BOOK	127
BY	JAMES R. COLE, L.S.	PAGE	57
8 of 8		8 of 8	



Commercial Office
~18.35 acres

A

Amused Living
~10.23 acres | 150 beach

I

Single-Family Residential
~20.47 acres | 5.0 du/acre | Max 105 du
Farmhouse, cottage, and Colonial styled
homes with front porches
2,000-37' min. house size

C

Active Open Space
~31.77 acres

E

Single-Family Residential
~15.84 acres | 5.0 du/acre | Max 83 du
1,800-37' min. house size

Courtyard Homes
~20.71 acres | 4.0 du/acre | Max 124 du
Two-car garages
1,800-37' min. house size

F

Multi-Family Residential
~24.05 acres | 17.25 du/acre | Max 415 du
3-story with 1st floor townhome
brick, stone, and siding with
articulated building elements, dormers,
balconies, recesses, and porches

H

Passive Open Space
~12.42 acres

Possible Open Space
~7.51 acres

D

Townhomes
~10.29 acres | 15.0 du/acre | Max 154 du
3-story brick, stone and siding with
ground floor entrance

G

Single-Family Residential
~17.35 acres | 2.5 du/acre | Max 95 du
1,800-37' min. house size

Commercial Office
~2.57 acres

B

Passive Open Space
~2.54 acres

Enhanced
Entrance
Feature

Columbus Street

Woodway

Bur Oak Drive

Meadow Lane

Grand Avenue

Clark Avenue

Park Avenue

Clark Extension

Grand Extension

Town Center, Beach Park, C.H.S. Blvd

Date: 6-30-20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Mr. Boso
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No.: C-27-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-27-20

TO AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE A PRE-ANNEXATION AND DEVELOPMENT AGREEMENT WITH CIMINELLO'S INC. CONCERNING THE ANNEXATION AND DEVELOPMENT OF APPROXIMATELY 76 ACRES OF REAL PROPERTY

WHEREAS, Ciminello's Inc. ("Developer") is in contract to purchase and/or is in control of 76± acres of land generally bounded by White Road to the north, Pinnacle Golf Club LLC to the south, Interstate 71 to the west and State Route 104 to the east; and

WHEREAS, the annexation and development of the Property will expand the Pinnacle Golf Club Community; and

WHEREAS, the City and the Developer desire to enter into a Pre-Annexation and Development Agreement to define the terms of the zoning on the Property and describe the public infrastructure improvements associated with the project.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The City Administrator, on behalf of the City, is hereby authorized to enter into the Pre-Annexation and Development Agreement for the Project in substantially the form attached hereto as Exhibit A, along with any changes or amendments thereto not inconsistent with this ordinance and not substantially adverse to the City and which shall be approved by the City Administrator, provided that the approval of such changes and amendments thereto by the City Administrator, and the character of those changes and amendments as not being substantially adverse to the City, shall be evidenced conclusively by the City Administrator's execution and delivery thereof.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

C-27-20

Exhibit A

PRE-ANNEXATION AND DEVELOPMENT AGREEMENT

THIS AGREEMENT entered into by and between the City of Grove City, Ohio, an Ohio municipal corporation (hereinafter "City"), and Ciminello's Inc., an Ohio Corporation hereinafter ("Developer").

WITNESSETH THAT:

WHEREAS, Developer is in contract to purchase and/or is in control of 76± acres of land generally bounded by White Road to the north, Pinnacle Golf Club LLC to the south, and State Route 104 to the east (the "Property"); and

WHEREAS, the City on December 15, 2003 passed Ordinance C-124-03 agreeing to enter into a Pre-Annexation Development Agreement, hereinafter ("Pinnacle Development Agreement" or "PDA") with Developer controlled Pinnacle Development Company LLC, and M/I Homes of Central Ohio; and

WHEREAS, Pinnacle Incentive Districts were formed pursuant to the PDA; and

WHEREAS, the City issued bonds for public improvements to benefit the Pinnacle Incentive Districts per the PDA, which interest payments thereon were guaranteed by the Pinnacle Development Company and M/I, for up to \$1,000,000 in aggregate; and

WHEREAS, the City is continuing to collect excess revenue over and above the amount required to satisfy repayment of the Pinnacle Bonds; and

WHEREAS, the Pinnacle excess revenue is to be used to benefit the Pinnacle Incentive Districts; and

WHEREAS, traffic improvements to White Road and State Route 104 would improve traffic movement and safety; and

WHEREAS, the City desires improvement of White Road and State Route 104 including a signalized traffic control device at the intersection of White Road and State Route 104 with ODOT approval; and

WHEREAS, Developer and the City both desire that the Property, presently located in Jackson Township and subject to township zoning classification, be annexed into the City; and

WHEREAS, in order to develop the Property as set forth in the approved preliminary development plan certain public infrastructure improvements must be constructed; and

WHEREAS, Developer, at its expense, has prepared an annexation plat and descriptions for the Property and annexation petitions have been signed by the property owners and filed, and

the Franklin County Board of County Commissioners have approved the annexation, and the annexations are pending acceptance by the City; and

WHEREAS, in contemplation that the Property will be annexed into the City, the City and Developer desire to enter into this agreement.

NOW THEREFORE, in order to gain mutual benefits, the City and Developer agree as follows:

1. Zoning. On April 6, 2020 City Council passed Resolution CR-10-20 approving the Preliminary Development Plan (“Preliminary Plan”) with two stipulations. City staff will support the rezoning and development plan requests if both are in general accordance with the Preliminary Plan and resolution of the associated stipulations. However, the parties understand that the staff’s support of the zoning and development plan does not guarantee any plan or use on the Property until it is approved by City Council.

2. Public Infrastructure Improvements. Public Infrastructure Improvements:

- (a) widening of White Road from the terminus of the improvements east of Buckeye Parkway on the western boundary of the Property to State Route 104;
- (b) with ODOT approval, signalization of the White Road and State Route 104 intersection;
- (c) widening and construction of turn lanes on White Road and State Route 104 to access the Property;
- (d) extension of leisure path from Pinnacle Club Drive and State Route 104 intersection to White Road;
- (e) extension of water lines along White Road and State Route 104;
- (f) landscaping along White Road and State Route 104; and
- (g) improvements to the donated and City accepted park ground.

All Public Infrastructure Improvements listed herein are collectively referred to as “City Project.”

3. Cost of the City Project. Not including the land cost for the Property, the cost of the Public Infrastructure Improvements is estimated to be Nine Million Dollars (\$9,000,000). The City agrees to provide funding for the cost of the Public Infrastructure Improvements.

- (a) The City shall take such action as may be necessary to cause the City Project to be completed in one or more phases, in accordance with a

construction schedule acceptable to the Developer and the City. Such schedule shall ensure City Project is completed in a timely manner as to not delay Development of the Property.

(b) The City will finance the City Project from the Pinnacle Fund.

4. Construction of the Public Infrastructure Improvements. Subject to Section 3 of this Agreement, the Developers shall construct or cause to be constructed all improvements approved in the Development Plan and Site Plan apart from the City Project.

5. Permits. The City may assist Developers in applying for any federal, state, or local permits necessary for constructing the Public Infrastructure Improvements over existing water courses.

6. Developers Contribution of Right-of-Way. Developers shall contribute portions of the Property necessary for public rights-of-way to State Route 104 and White Road, without compensation to Developer.

7. Final Engineering. The City will have or cause the final engineering to be performed for the City Project as part thereof.

8. Miscellaneous.

(a) Other Assessments, Charges and Fees. The City will not levy any special assessments against the Property, Developers, or any developers of the Property, or any successors and assigns thereof or any ultimate property owner within the Property, other than what may be charged uniformly to other citizens of the City or the area.

(b) Notice. Any notice shall be deemed sufficient if given personally or by mailing the same, postage prepaid, by certified or registered mail, return receipt requested, addressed to such party at the following address:

Ciminello's Inc.
567 Lazelle Road
Westerville, OH 43081

The City of Grove City
4035 Broadway
Grove City, OH 43123

Either party may change the address to which notice is to be given by written notice as herein provided.

(c) Successors and Assigns. The rights and obligations of the City and Developers hereunder shall be personal and shall not inure to the benefit of or be binding upon any successor or assign.

(d) Other Agreements. This Agreement supersedes any and all prior agreements, arrangements, negotiations, understandings and acknowledgments between the City and Developers relative to the matters contained herein, whether oral or written.

(e) Supplemental Agreement. The parties recognize that certain aspects of the development contemplated by this Agreement may not be determinable at the present time. The parties therefore agree to work together to supplement this agreement, as necessary, to carry out the intent thereof. However, no supplement, amendment, modification or alteration of this Agreement shall be valid unless in writing and signed by the parties hereto.

(f) Invalidity. If, for any reason, any one or more articles, sections, sentences, clauses or parts of this Agreement are held invalid by any Court of law or duly authorized public body, such determination shall not affect, impair or invalidate the remaining provisions of this Agreement but shall be confined in its operation to the specific articles, sections, sentences, clauses or parts of this Agreement held invalid and the invalidity of any article, section, sentence, clause or part of the Agreement in any one or more instance shall not prejudice in any way the validity of the Agreement in any other instance.

(Rest of Page Left Intentionally Blank, Signature Page to Follow)

Date: 07/14/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan Comm
Approved: _____
Emergency: 30 Days: X
Current Expense: _____

No. : C-34-20
1st Reading: 07/20/20
Public Notice: 7/21/20
2nd Reading: 08/03/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-34-20

AN ORDINANCE TO ACCEPT THE PLAT OF AUTUMN GROVE, SECTION 4

WHEREAS, Autumn Grove, Section 4, a subdivision containing lots 115 to 163, both inclusive, has been submitted to Council for their consideration.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. The Plat of Autumn Grove, Section 4, situated in the State of Ohio, County of Franklin, Township of Jackson, City of Grove City and being part of Virginia Military Survey No. 1383, containing 15.280 acres of land, more or less. Said 15.280 acres being part of those tracts of land conveyed to Autumn Grove LLC, by deed, all being of record in the Recorder's Office, Franklin County, Ohio, is hereby accepted and this Council accepts for public use the street right of way that is within the boundaries of this subdivision.

SECTION 2. Easements, where indicated on the plat, are hereby accepted for operation and maintenance of public utility services including but not limited to water, sanitary sewers, electricity and telephone, and to companies providing cable television and cable signal transmission services and for storm water drainage systems for the construction, operation and maintenance of the facilities to provide such services and systems above and beneath the ground.

SECTION 3. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

Date: 07/14/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Sponsor: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-35-20
1st Reading: 07/20/20
Public Notice: 7/21/20
2nd Reading: 08/03/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-35-20

AN ORDINANCE TO APPROVE A SPECIAL USE PERMIT FOR DOG GROOMING FOR MUTT & CO. LOCATED AT 4170 MCDOWELL ROAD

WHEREAS, Mutt & Co., applicant, has submitted a request for a Special Use Permit for a Dog Grooming business located at 4170 McDowell Road; and

WHEREAS, on July 07, 2020, the Planning Commission of the City of Grove City recommended the approval of a Special Use Permit at this location, as submitted.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. A Special Use Permit, under Section 1135.09b(12)Ak is hereby issued to Mutt & Co., located at 4170 McDowell Road, as submitted.

SECTION 2. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

Date: 07/14/20
Introduced By: Mr. Schottke
Committee: Lands
Originated By: Plan. Comm.
Sponsor: _____
Emergency: 30 Days: _____
Current Expense: _____

No. : C-36-20
1st Reading: 07/20/20
Public Notice: 7/21/20
2nd Reading: 08/03/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-36-20

AN ORDINANCE TO APPROVE A SPECIAL USE PERMIT FOR A DRIVE-THRU WINDOW FOR MUTT & CO. LOCATED AT 4170 MCDOWELL ROAD

WHEREAS, Mutt & Co., applicant, has submitted a request for a Special Use Permit for a Drive-Thru Window located at 4170 McDowell Road; and

WHEREAS, on July 07, 2020, the Planning Commission of the City of Grove City recommended the approval of a Special Use Permit at this location, with the following stipulation:

1. The entrance for the drive-thru shall flow from the east side (rear) of the building out through the west side (front).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. A Special Use Permit, under Section 1135.09b(12)Aj is hereby issued to Mutt & Co., located at 4170 McDowell Road, contingent upon the stipulation set by Planning Commission.

SECTION 2. This ordinance shall take effect at the earliest opportunity allowed by law.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I Certify that this ordinance
is correct as to form.

Stephen J. Smith, Director of Law

Date: 06-30-20
Introduced By: Mr. Schlab.
Committee: Safety
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days: X
Current Expense: _____

No. : C-28-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-28-20

AN ORDINANCE TO AMEND VARIOUS SECTIONS OF CHAPTER 376 TITLED OPERATION RESTRICTED FOR LOW-SPEED AND UNDER-SPEED VEHICLES

WHEREAS, on October 21, 2019 City Council adopted Ordinance No. C-46-19, enacting restrictions on the operation of low-speed and under-speed vehicles;

WHEREAS, Chapter 376 needs to be revised to address the use of low-speed and under-speed vehicles on bike paths and sidewalks.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Section 376.01 Definitions is hereby amended to add the following:

376.01 DEFINITIONS.

- (4) **“Sidewalk” has the same meaning as in Section 301.37.**
(5) **“Shared-Use Path” has the same meaning as in Section 301.361.**

SECTION 2. Section 376.02(a), (b), (h), (i) are hereby amended as follows:

376.02 RESTRICTIONS.

(a) No person shall operate a low-speed or under-speed vehicle upon any street or highway having an established speed limit greater than 35 miles per hour ~~except as permitted in section (f).~~

(b) No person shall operate a low-speed or under-speed vehicle upon the following streets ~~except as permitted in section (f):~~

(h) **No person shall operate a low-speed or under-speed vehicle upon any sidewalk or shared-use path**

(i) ~~(h)~~ Except as otherwise provided in this division, whoever violates division (a), (b), (c), (d)₂ ~~or (f) or (h)~~ of this section is guilty of a minor misdemeanor. If within one year of the offense, the offender previously has been convicted of or pleaded guilty to one predicate motor vehicle or traffic offense, whoever violates this section is guilty of a misdemeanor of the fourth degree. If within one year of the offense, the offender previously has been convicted of two or more predicate motor vehicle or traffic offenses, whoever violates this section is guilty of a misdemeanor of the third degree.

SECTION 3. This Ordinance shall take effect at the earliest opportunity allowed permitted by law.

Date: 7/6/2020
Introduced By: Mr. Schlabach
Committee: Safety
Originated By: Ms. Houk
Approved: _____
Emergency: X 30 Days: _____
Current Expense: _____

No.: C-33-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/09/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-33-20

AN ORDINANCE REQUIRING FACE COVERINGS IN ANY PUBLIC SPACE TO LIMIT THE SPREAD OF COVID-19, AND DECLARING AN EMERGENCY

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and can be easily spread from person to person; and

WHEREAS, on March 9, 2020, the Ohio Department of Health announced confirmed cases of COVID-19 in the State of Ohio, and Governor DeWine declared a state of emergency for the entire state in an effort to protect the health and safety of the citizens of Ohio; and

WHEREAS, on March 11, 2020, the World Health Organization announced that the COVID-19 outbreak can be characterized as a pandemic; and

WHEREAS, on March 22, 2020, under the direction of Governor DeWine, Department of Health Director, Dr. Amy Acton issued an order requiring all Ohioans to stay in their homes to prevent the further spread of COVID-19; and

WHEREAS, from mid-May through June of 2020, businesses in the state of Ohio began a phased reopening process branded as Responsible RestartOhio under new protocols geared toward protecting the health and safety of our workforce and the public including the recommendation to require face covering by employees in Ohio workplaces; and

WHEREAS, the Centers for Disease Control recommends that people wear face coverings in public settings where other physical distancing measures are difficult to maintain to help prevent the spread of COVID-19 from asymptomatic or unknowing carriers; and

WHEREAS, on June 29, 2020, Franklin County Public Health resolved to support its cities, townships and villages in passing local ordinances and emergency declarations, as allowable by law, to require residents and visitors to wear face coverings while in indoor settings such as, but not limited to, retail stores, restaurants, and other workplaces; and

WHEREAS, on July 2, Governor DeWine shared information regarding the Public Health Advisory Alert System, which demonstrates via a color-coded system each individual county's level of COVID-19 severity based on specific data indicators: 1) New Cases Per Capita, 2) Sustained Increase in New Cases, 3) Proportion of Cases that Are Not Congregate Cases, 4) Sustained Increase in Emergency Room Visits, 5) Sustained Increase in Outpatient Visits, 6) Sustained Increase in New COVID-19 Hospital Admissions, and 7) Intensive Care Unit (ICU) Bed Occupancy; and

WHEREAS, as of July 2, 2020, Franklin County is coded as Alert Level 3 Public Emergency (Red): County has met four or five indicators. Very high exposure and spread. Limit Activities as much as possible. Follow all current health orders; and

WHEREAS, the City of Grove City's primary goal is to keep residents, workers and visitors safe, to keep the economy open and support our local business community. Grove City Council and Administration recognize the importance of taking the actions necessary to protect our economic wellbeing and prevent further damage to our community businesses by actively combating the community spread of COVID-19.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. All individuals within the City of Grove City whether patronizing business establishments, or employed by business establishments, shall be required to wear a face covering over the individual's nose and mouth at all times while within said establishments and their associated appurtenances, including parking lots and sidewalks, subject to the exceptions listed in Section 4.

SECTION 2. All individuals within City of Grove City Parks and other outdoor public spaces who are unable to maintain the CDC recommended social distancing guidelines of six feet between individuals in other parties shall be required to wear a face covering over the individual's nose and mouth at all times, subject to the exceptions listed in Section 4.

SECTION 3. All individuals observing organized sporting events and games within city parks or on school properties shall be required to wear a face covering over the individual's nose and mouth at all times subject to the exceptions in Section 4.

SECTION 4. The requirements set forth in Sections 1, 2 and 3 of this Ordinance shall not apply to:

- A. Individuals who cannot wear a face covering because of a medical condition, mental health condition or developmental disability, or who are unable to remove the face covering without assistance, and any individual who should not wear face coverings under the CDC guidance;
- B. Individuals engaging in strenuous exercise activities, although such individuals should make every effort to maintain six feet of physical distancing between other individuals;
- C. Individuals participating in sports activities so long as those activities are conducted in compliance with the Responsible Restart Ohio guidelines issued by the Ohio Department of Health;
- D. Children under the age of 5 years old;
- E. Individuals actively eating or drinking; an individual not seated at his or her table or the bar is required to wear face coverings;
- F. Individuals seeking to communicate with someone who is hearing-impaired in a way that requires the mouth to be visible;
- G. Individuals giving a speech for a broadcast to an audience;
- H. Individuals temporarily removing his or her face covering to secure government or medical services or for identification purposes;
- I. Individuals whose sincere religious belief prevents them from wearing a face covering;
- J. Individuals employed in positions where a face covering is either dangerous or not recommended by CDC guidelines;
- K. Individuals in private, individual offices;
- L. Individuals engaged in dental work or medical procedures;

- M. Individuals receiving a facial treatment, shave, or other services on the part of the head which the face covering covers or by which the face covering is secured; and
- N. Individuals or events who/which are otherwise exempted by the Franklin County Board of Public Health or the Ohio Department of Health.

SECTION 5. For the purposes of this Ordinance, "face covering" means a piece of cloth, fabric, or other material that fully covers the mouth and nose that is secured with ear straps or otherwise ties so as to prevent slipping. A face covering may be factory-made or may be handmade and improvised from household materials. Face coverings include, but are not limited to, bandanas, scarves, medical masks, and cloth masks; and also include respirators, N95 masks or other personal protective equipment that provides a higher level of protection than a face covering defined in this Section. A face covering shall be worn so as to cover the mouth and nose in compliance with the CDC's guidance on wearing face coverings.

SECTION 6. For the purposes of this Ordinance, "business establishment" means any facility, building, or structure operated by or for a business engaged in the sale or other transaction of any kind for anything of value in exchange for goods, commodities, services, or temporary lodging and that is open to the general public or by appointment, and includes, but is not limited to, grocery stores, retail stores, pharmacies, health care facilities, restaurants and bars (including outdoor seating for such facilities), hotels and motels (excluding the rented room or suits) gyms and similar facilities.

SECTION 7. Penalty

A. Whoever violates Sections 1, 2 and/or 3 of this Ordinance shall be issued a written warning on both the first offense and second offense. Any warning issued hereunder shall include written educational material regarding the requirements of this Ordinance.

B. Whoever violates Sections 1, 2 and/or 3 of this Ordinance and has previously been issued two (2) separate warnings under Section 7(A) is guilty of an unclassified misdemeanor and may be fined up to two-hundred and fifty dollars (\$250.00) for each subsequent offense.

SECTION 8. This Ordinance, declared to be an emergency, shall take effect at 8:00 a.m. on Wednesday, July 8, 2020 and shall remain in effect until modified by a subsequent legislation.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mayor Stage
Approved: _____
Emergency: 30 Days: _____
Current Expense: _____

No.: C-29-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-29-20

AN ORDINANCE TO APPROPRIATE \$901,205.00 FROM THE LOCAL CORONAVIRUS RELIEF FUND FOR THE CURENT EXPENSE OF PANDEMIC-RELATED EXPENSES AS REQUIRED UNDER THE CARES ACT

WHEREAS, On June 15th, 2020 City Council passed Resolution CR-22-20 requesting the distribution of CARES Act funding, and

WHEREAS, the Fiscal Budget and Settlement office of Franklin County, Ohio has deposited \$901,205 into the account of Grove City, Ohio, and

WHEREAS, CARES Act funding must be appropriated to authorize the expenditure of pandemic-related costs.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. There is hereby appropriated \$901,205 from the unappropriated monies of the Local Coronavirus Relief Fund to account number 140000.559000 for the current expense of Coronavirus pandemic related costs.

SECTION 2. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

I Certify that there is money in the treasury, or is in the process of collection, to pay the within ordinance.

Michael A. Turner, Director of Finance

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mr. Smith
Approved: Mr. Boso
Emergency: 30 Days:
Current Expense: XX

No.: C-30-20
1st Reading: 07/06/20
Public Notice: 07/07/20
2nd Reading: 07/20/20
Passed: Rejected:
Codified: Code No:
Passage Publication:

ORDINANCE C-30-20

AN ORDINANCE TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH CITYVIEW AND APPROPRIATE \$192,180.32 FROM THE GENERAL FUND FOR RELATED EXPENSES

WHEREAS, the City has been using the CityView software package for the Building and Zoning Division for the past 19 years; and

WHEREAS, as a result of the COVID-19 outbreak, the City of Grove City has closed access to all City buildings, limited contact between City employees and the general public and imposed other health precautions to protect City employees and members of the public; and

WHEREAS, these precautions have made it extremely difficult to Building and Zoning Division to receive, process and review building plans and applications; and

WHEREAS, in order to continue operation of the Building and Zoning Division, the City has determined that is necessary, in response to the public health emergency with respect to COVID-19, to purchase expanded Software that would enable the Building and Zoning Division to receive, process and review building plans and applications electronically; and

WHEREAS, the expanded Software is necessary to improve electronic and telework capabilities for public employees of the Building and Zoning Division in order to follow social distancing measures and enable compliance with all COVID-19 public health precautions; and

WHEREAS, this expenditure was not accounted for in the City's 2020 Budget and has arisen as a result of the COVID-19 outbreak.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. Council hereby authorizes an amendment to the Agreement with CityView to expand the Software to receive, process and review building plans and applications electronically.

SECTION 2. Council hereby determines that the amendment to the Agreement with CityView and appropriation authorized hereunder are necessary expenditures incurred to respond to the public health emergency with respect to COVID-19.

SECTION 3. There is hereby appropriated \$192,180.32 from the unappropriated monies of the General Fund to account number 100080.574000 for the Current Expense of said purchase and related expenses.

SECTION 4. This Ordinance shall take effect at the earliest opportunity allowed by law.

C-30-20

CityView[®]



THE CITY OF GROVE CITY, OH

CITYVIEW MIGRATION OPTIONS

April 28, 2020

Steve Favalaro
Regional Sales Manager

CityView
4464 Markham St., Suite 1202
Victoria, BC V8Z 7X8

1.800.665.5647 ext. 67013
SFavalaro@harriscomputer.com

1. COVER LETTER

CityView, an unincorporated division of N. Harris Computer Corporation
4464 Markham Street, Suite 1202
Victoria, BC., V8Z 7X8 Canada
Toll-Free: 1.800.665.5647
April 17, 2020

City of Grove City
Attention: Mike Boso
Chief Building Official
City of Grove City
4035 Broadway Grove City, Ohio 43123

RE: CityView Workspace Migration Options

Dear Mike,

Thank you for the opportunity to provide this revised proposal for your consideration in migrating to CityView Workspace and offering additional products and services. The City has been a valued CityView customer since 2001, and we look forward to the opportunity to continue to partner with and provide additional CityView solutions and services to the City.

The City has used CityView for the past 19 years in Community Development, and we are proud to have helped facilitate the following results for the City:

- Reduction in front counter inspection and permit status calls by 60%
- Reduction in inspection cancellations by 30%
- After the CityView implementation the City's Building & Zoning department was the 2010 recipient of the Ohio Board of Building Standard's Dave Smith Building Department Award for Innovation, as a result of the field inspections and citizen portal functionality.

Through the additional solutions, upgrades and reengineered workflows being offered in this proposal we are confident we can help bring about further and greater benefits to you. CityView Portal will provide your constituents with 24/7 online access to conduct business with the City, which currently is required to be done in person at the City offices for the most part. CityView Electronic Plans Review will streamline the permit review process to reduce your turnaround times even more, and CityView Workspace will provide your staff with a significantly easier to use and easier to learn user interface to conduct their daily tasks, all while boosting their productivity.

The City initially implemented CityView to match your then-current business practices. With staff turnover, changing business procedures & legislations, and increased customer demands, the City is making a prudent decision to invest in the additional software available and the services required to fulfill these requirements and further enhance service delivery. Our CityView Select delivery model is a preconfigured solution that maximizes best practices to deliver a streamlined implementation. The CityView implementation approach focuses on refining a comprehensive, fully featured product designed from industry best practices, to align with your business. This is an efficient process with the configuration tools that have become the hallmark of CityView's offering for 38 years.

Our proposal capitalizes on the investments you have already made, approximately \$95,000 of software you won't need to repurchase. CityView also offers the peace of mind that the valuable data you already have in your CityView system will be there in the new system.

The proposal is firm for a period of 90 days from the closing date for submission.

Once again, thank you for the opportunity to respond. Steve Favalaro will be your main point of contact regarding this response and if you have any questions please do not hesitate to call:

CityView, a division of N. Harris Computer Corporation
Steve Favalaro
Regional Sales Manager
Telephone: 1.800.665.5647 ext. 67013
Email: SFavalaro@harriscomputer.com

Sincerely,



Sean Higgins
Executive Vice President, CityView
Harris Computer Systems
Telephone: 1.800.665.5647

2. EXECUTIVE SUMMARY

CityView is pleased to provide the City of Grove City, OH with the following proposal for your consideration.

As referenced earlier, during the past 19 years CityView has helped facilitate monetary savings and service improvements for the City and we look forward to continuing our partnership with you in achieving your future goals. We believe that our understanding of the City’s processes, our relationships with City Staff combined with complementary products and services we are offering, uniquely position CityView to meet and exceed your project goals.

The Requested System

The City of Grove City is looking to offer additional online services, improve mobile inspections, increase permit turn-around times through the use of electronic plans review and upgrade their current CityView solution to the latest technologies.

Some of the products and enhancements that our proposal provides are detailed below:

Specific Needs and How We Will Address Them

Providing customers’ access via a Web portal – submit applications/cases and have access to updated information in real-time without the need to visit the City offices.

CityView Portal will offer a host of information and services to your constituents so that they can perform simple but valuable services, such as checking the status of a permit/project and more sophisticated services such as applying for and paying for a permit or planning application, online. CityView Portal will provide customer-convenience as well as improving the City’s productivity. The CityView Portal is tightly integrated with the CityView application. For example, when correction notices are generated as part of the plan review process, that notice/document is pushed to the Portal as part of the workflow and an email is generated to the applicant with a PDF copy of the Correction Notice attached. This provides convenience to your customer and improves your efficiency and productivity.

CityView customers that deploy Portal see significant reductions in office visits for applications. A number of CityView’s clients have moved to almost 100% paperless application process.

“We are so grateful that we are able to reduce exposure to our staff by requiring all permits to be applied for electronically through our CityView on-line ePermit system. Through this system permit applicants will select the permit type and enter permit data, upload required submittal and/or revision documents, make payments, and retrieve final approved documents and more.”
Jami Nieber, Scott City, MN

Further reduce application review times and eliminate paper with CityView Electronic Plans Review

CityView leverages the PDF markup technology inside of CityView’s workflow and plan review processes to deliver you cost-effective and comprehensive electronic plans review, and combines electronic submission, versioning and workflow capabilities with the vast functionality of Bluebeam products for electronic plans review, management of marked up documents and online collaboration.

This has proven to improve coordination, accuracy and the speed of plan review time with many of our customers.

As a gold certified Bluebeam partner, CityView is uniquely positioned to not only sell and support Bluebeam, but also provide the only truly Bluebeam integrated electronic plans review solution available.

Unlike other products, CityView's seamless integration automatically captures all markups in CityView, makes those markups available to your customers via CityView Portal, and allows staff to quickly and easily generate correction notices and email notifications.

"99% percent of permitting, planning and licensing applications are now submitted electronically. Submittals are then checked digitally for completeness and issues are communicated and resolved electronically with the applicant"
Cory Day, South Jordan, UT

Improving field investigation and mobile inspections

City inspectors have been using CityView for field inspections for several years. The effectiveness has been limited by outdated configuration and an on-going need for new-staff training. An implementation of CityView Mobile will greatly enhance their mobile use and offer:

- real time field access by inspectors that will reduce the time it takes to complete their daily inspections
- improved contractor communication with real time inspection report notifications
- inspectors the means to upload images and access approved plans in the field

Inspectors will continue to save both time and money and be able to provide unparalleled service to your construction community resulting in more with economic development.

"We're using the heck out of our Mobile installation. All of our building inspections are done out in the field (over 35,000 in 2019). Our customers and citizens can see the outcome of an inspection seconds after the inspection is complete. A huge benefit to the people living and working and developing in Cherokee City.

Our building inspectors love it because they can look at all documents related to the project which may affect how they measure the requirements of the inspection."
Kevin Cully, Cherokee City, GA

CityView Workspace – a modern user experience

CityView Workspace is a fully browser-based interface that will replace your existing CityView Desktop client. Your IT department will be thrilled to know that they no longer have to deploy an installed application to all of the end user workstations and CityView users will enjoy the simplicity and elegance of this modern user interface. CityView Workspace is provided **free of charge** to the City as part of your current annual software maintenance.

Using the most industry-leading browser technologies available, we have created an interface that is easy to learn, free of unwanted screen clutter, flows logically and provides instant access to all of your business-critical data.

Using a Single Page Application design, users can view and maintain the information pertinent to their land management records all from one dynamic page per application or case. No more flipping around to various screens and tabs to find the information that is important to you at a particular point in time!

Using a Single Page Application design, users can:

- View and maintain the information pertinent to their land management records all from one dynamic page.
- No more flipping around to various screens and tabs to find the information that is important to you at a particular point in time.

Unique User Assist features ensure that even the most novice users can enter data successfully and navigate through the configured workflow with ease and include:

- Dynamic shading of the cells that require data, to ensure efficient data entry
- Additional data-capture fields display only when appropriate
- Google-like search tool makes searching the entire database simple
- Collapsible panels help to minimize scrolling
- Intuitive and familiar labeling helps the user know exactly what to do
- A configurable dashboard provides the user with all their important information at a glance

City staff will be more efficient and accountable, permit review times will decrease, and new staff will be more productive in a shorter time-frame.

Unique integrations with MS Office

The City has a significant investment with Microsoft Office solutions. CityView offers two unique add-ins to capitalize on your investment in MS Office.

“Mountain View City has been using Workspace for a number of years now and it is a change that we have not regretted! Switching from Desktop to Workspace is comparable to driving in a jalopy at 20 mph then jumping into a sports car and accelerating to 120 mph - the difference is just that noticeable.”

Peggie Grochmal – Mountain View City

CityView MS Outlook Add-in provides:

- data from CityView and Outlook to be easily shared between the two applications with minimal user intervention.
- Incoming and Outgoing emails can be attached to permits/cases/projects/contractors from Outlook.
- User’s CityView To-Do lists are displayed in Outlook and Activities can be added as appointments to the Outlook Calendar as well as Tasks within Outlook, for pop-up reminders

CityView MS Word Add-in provides:

- users the ability to modify and create letter templates for use within the CityView business processes.
- Letters generated from the system that automatically pull Bluebeam markups and other record data into the letters can be edited on the fly, in Word
- all printed letters print to PDF and are automatically attached to the CityView record, ensuring a complete record in a universally accepted and adopted format
- unlike other solutions, CityView does not use Crystal reports for creating correspondence

We enhance your MS Office investment ensuring users can continue to use the tools they are already familiar with seamlessly through CityView to increase their productivity.

Further Empower your Staff with unmatched configurability

The CityView configuration tools have empowered City staff to expand and maintain the system as your needs changed. Previously, staff have used a combination of these tools to maintain your current configuration. The City has benefited from the continuous enhancement of these tools, and today have the most comprehensive set available from any vendor.

These tools are designed to be used by capable users within the business domain, resulting in the following benefits:

“The Outlook Add-In is one of the features that our employees like best about CityView and is used by all of our staff. About 5% of the 166,467 active documents in the CityView repository are emails. When attached to CityView applications, the emails are then accessible to any user of CityView, not just the original email recipient. It also makes it easier for the user to find the emails related to the file that they are working on.”

Alison Lincoln – Grande Prairie

- A reduced reliance on outside vendors and internal IT staff that lowers expenses and decreases the total cost of ownership.
- Streamlined processes based on tailored business workflows. This increases staff efficiency, reduces data entry errors and ensures critical business decisions are based on accurate information.
- Configuration changes are carried forward through upgrades and enhancements to the system allowing the utilization of the latest technology without additional cost or effort.
- Configurations are based upon your defined business processes and staff input. This creates a familiarity that increases user buy-in and decreases training costs.
- Among these enhancements, the ***unique Graphical Workflow Designer*** provides a visual interface for your staff to easily maintain workflows and create new ones as your processes change. You do not have to incur additional costs to have CityView maintain the system for you. ***No other solution offers a Graphical Workflow Designer to quickly and easily maintain workflows and create new ones as your needs change***
- CityView contains over 150 detailed out-of-the-box reports that provide immediate visibility on daily business activities. Statistical and summary reports allow you to track performance metrics such as the number of cases assigned to each Inspector.
- In addition, end-user ad hoc needs are met through CityView Reporter, which provides for pivot table reports, detail reports, charts and graphs. This reporting tool is a drag and drop ad hoc reporter allowing end-users to create the reports you need.
- CityView also provides advanced search features (ad hoc queries) that lets you define your own search criteria. You can access a large number of predefined searches and you can also use the advanced search screen to query any data in the system.

CONTENTS

- 1. COVER LETTER..... 2**
- 2. EXECUTIVE SUMMARY 4**
- 3. CITYVIEW OPTIONS – (PROPRIETARY AND CONFIDENTIAL)..... 10**
 - 3.1 OPTION 1 – WORKSPACE MIGRATION 10
 - 3.2 OPTION 2 – ADDITION OF CITYVIEW PORTAL, MOBILE AND ELECTRONIC PLANS REVIEW TO THE WORKSPACE MIGRATION..... 13
- 4. CITYVIEW RECOMMENDED HARDWARE AND SOFTWARE 18**

3. CITYVIEW OPTIONS – (PROPRIETARY AND CONFIDENTIAL)

3.1 OPTION 1 – WORKSPACE MIGRATION

We have completed a cursory review of your current CityView environment and this option covers the additional training and services to migrate the entire environment to CityView Workspace, including CityView Property Information, Permits and Inspections, Contractor Licensing, Code Enforcement and Cashiering.

Note: there is no impact on the City's current licensing or annual software maintenance.

CityView has now completed numerous Workspace migrations and has found that the majority of the issues center around older configuration, such as attribute fields that are not being controlled by attribute field groups. This and other similar older configuration may causes problems in a CityView Workspace environment; and, if corrected, this would improve the user experience within CityView Workspace.

It is important to realize that most anomalies are not caused by CityView Workspace or the migration process. They exist in the current environment but they may make Workspace less user-friendly.

It's also very important to understand the City is not getting new workflows or the CityView Select best practice configuration out of this project. The City's workflows etc. will not change. CityView will be migrating the current configuration (workflow, business rules, letters etc.) and make the fixes needed in order to bring the City's current configuration into alignment with the needs of Workspace, meaning CityView will correct the configurations that were working in Desktop but are not working after the migration to Workspace.

Any customizations to the CityView Desktop environment performed by the City are excluded from the scope of this project. The implementation team will work with the City to find reasonable workarounds, but if it is determined that customization is required, then that will be performed only under mutually agreed change order.

Any configuration performed by the City in their CityView Desktop environment has not been vetted by CityView and may not be compatible with CityView Workspace. It is not assumed to be a problem because CityView Workspace observes most types of configuration that exist in CityView Desktop; however, where gaps exist, the resolution to these problems will be excluded from the scope of this project. The implementation team will work with the City to find reasonable compromises to change the configuration so that it will work, but if it is determined that significant rework to the configuration is required, then that will be performed only under mutually agreed change order.

The following services are included:

12 hours of Remote Review Sessions for Validation. This should be conducted with a maximum of 3 subject matter experts from each department who will then be responsible for testing their respective areas of the software.

72 hours of validation refinements to bring the City's current CityView configuration in-line with the needs of CityView Workspace.

City staff (SMEs) will undertake validation testing using CityView Workspace. The scope of the validation feedback will be limited to those things that were working in CityView Desktop and are not working in CityView Workspace. Given the differences between Workspace and Desktop, not everything will function in exactly the same way as it did before, therefore reasonable alternatives will be suggested. If it is evident that there is no reasonable alternative, CityView will then resolve the issue. Once testing and refinements are complete, a single onsite will be conducted to perform end user training. All modules will go live at the same time. The project will not be phased.

3 days remote training for Building and Code Enforcement and 1 day of remote go live facilitation (includes preparation, go live installation services and environment management.)

The investment for the above listed services and including project management, QA and environment management above is \$38,107.

NOTE: Through our initial review of your environment and further discussions with the City the following are considered out of scope and are not included in the migration to CityView Workspace.

- It appears the City is using Desktop in the field, however with the migration to CityView Workspace you won't be able to utilize this in the same way. If you want to use Workspace in the field it will have to be through Citrix-type connection however this is not recommended
- There is a custom table called _CityHolidays. It is unclear what that's being used for, but it's not going to be supported so it is excluded from the scope.
- There is not a working property integration setup, this is done through a monthly import instead. Should the City want an automated property integration it would require additional effort and not included in this scope.
- There is a separate catalogue with one custom sheet for Garage Sales – As per Mike, garage sales will not be included.
- The City's current portal was developed years ago and does not use the actual CityView Portal – the current portal functionality and available reporting is not in scope.
- Any custom reports that exist in the current environment are not in scope and will need to be redone by City staff using the available reporting options in CityView. Technically, you could keep Desktop running just for the sake of generating the web custom reports. We're not going to be doing anything to the schema, so the reports will still run, just not very well in Workspace.
- In Code Enforcement There is a custom ribbon button called "Go to case diary", which is a report that grabs the data context automatically from the data context of the Code Enforcement sheet open. This is not possible in Workspace. Staff may have to manually enter the Case number into the report criteria. Or, we use a Letter instead. More discussion will be required with the City but for now this is considered out of scope.

CityView Word Add-in (Optional)

The City's letter templates were originally configured using the older RTF control in CityView. With the migration to CityView Workspace we are seeing some issues with these templates. Letters that are heavily formatted (e.g. tables or other specific alignment, non-web fonts, requirements for everything to fit on one page) are problematic because when we convert the RTF letter to HTML, so that it can be edited in Workspace, we lose some of the fidelity in the RTF structure. HTML is not as rich a language as RTF is when it comes to formatting text. We can look at simplifying the formatting so that it's not as problematic.

The cost for the CityView MS Word Add-in is \$4,900 plus annual software maintenance of \$1,176. There is also the need for the Word Add-in training that is done remotely and the cost of that is \$1,968. In reviewing the City's current configuration, there are 22 letter templates. 15 of which are for different permit types, but appear to be identical except for the permit type, so all of these may not need to be configured. The cost for CityView to configure the 22 existing letter templates with the Word Add-in would be \$8,575.

The total cost for the CityView MS Word Add-in is \$6,868 plus annual software maintenance of \$1,176. Should the City require CityView to configure the 22 existing letter templates the cost for this would be \$8,575.

New Property Integration (Optional)

In discussions with the City it is our understanding that property information is currently being updated by a monthly excel import. While not required, we do recommend that an automated property integration be setup using CityView's new property integration tool. The cost for CityView to complete the property integration would be \$13,720. Additional information can be found in CityView Connect here - <https://cityviewhelp.iharriscomputer.com/CityViewCMS/index.php/configuration/integrations/property-integration/1263-property-integration-overview>

Note: given the current travel restrictions the assumption is that all services would be provided remotely

3.2 OPTION 2 – ADDITION OF CITYVIEW PORTAL, MOBILE AND ELECTRONIC PLANS REVIEW TO THE WORKSPACE MIGRATION

The City has indicated the desire to offer more services online and improve mobile inspections. As part of the migration project the City could include the addition of CityView Portal and CityView Mobile. The City is already licensed for CityView Portal so there is no additional cost.

The current configuration does present some challenges in taking full advantage of CityView Portal, Mobile and electronic plans review. which include:

- The existing work items configuration is not good for implementing Portal, EPR or even Mobile. The below cost include an estimate to re-configure the work items,.
- The Submittals sheet is not exposed and no submittal items are configured which is required for CityView Portal.
- Some incorrect business rules for auto-populating Fees – for example, there is a rule that's bringing in "Number of Units" on a Refrigeration application, but that is not a valid work item according to the filtering. You won't see Number of Units listed if you click on the Add Work Item button, which are important to fix when you get into Portal/Electronic Plans Review.
- They have a Comments sheet in the Permit Application binder – that's fine
- After approving the Building and Zoning Review the workflow does not proceed – there is no activity to issue the permit – it appears that you manually enter all the required inspections and the permit correspondence – this does not support online inspection requests very well

These are just a few examples of issues with the current configuration that would need to be addressed to add CityView Portal, Mobile and Electronic Plans Review. We are recommending that the City implement the best practice workflows associated with the Select delivery model for permits & Inspections. The below costs reflect this effort and we are pleased to offer the City the best practice workflows at no additional costs. A cursory review of the City's current configuration was conducted, however additional configuration issues may be found during the data collection and may result in additional costs.

The cost to add CityView Portal, Mobile and Electronic Plans Review to the Workspace Migration using the Select delivery model is as follows:

Cost Summary	
Software and Licenses	\$ 44,186
Implementation Services	\$ 43,838
Training	\$ 11,244
Total	\$ 99,268
Travel & expenses (billed on a cost recovery basis)	\$ 7,370
Annual Fees	
Annual Software Maintenance year 1 (all software updates, 12/5 unlimited support)	\$ 12,358

This includes the CityView Preferred Partner (InvoiceCloud or Paymentus) Payment Processing Extension. Should the 3rd party charge any additional license or services fees those are the responsibility of the City, and should the City choose a different 3rd party provide additional charges will apply.

Note: given the current travel restrictions the assumption is that all services would be provided remotely

Detailed Costs

The following details the elements of our proposal for CityView software and services and reflects that the City is currently licensed for the following solutions:

- CityView **Property Information**, CityView **Permits and Inspections**, CityView **Contractor Licensing**, CityView **Code Enforcement**, and CityView **Cashiering**.
- **CityView Portal (for Permits and Inspection, Code Enforcement and Contractor Licensing)** for online, 24/7 convenient access to service deployed to the Web, including registration, property and permit lookup, status checks, inspection requests, permit application, fee payment (requires a 3rd party payment processor - preferred Invoice Cloud), meeting requests and more. Should the City decide to use a different payment processor other than the preferred ones mentioned, and estimate for additional charges are included in our proposal. Please see the optional pricing should the City decide to use their current payment processor.
- Access for up to **fifteen (15) concurrent users** to CityView. CityView monitors only concurrent users, so the "total" number of users is **not** limited. We also don't limit what licensed applications are accessed by those users. This ensures you every opportunity to maximize your license use and return on investment. Additional concurrent licenses may be purchased for \$2,000 each (each adding \$480 to the annual maintenance fee). This is the current price and will be honored for the duration of the project and a further 6 months beyond go-live.
- **CityView GIS Extension**, comprising ArcGIS Server or ArcGIS Online-based integration with your GIS. Additional CityView extensions included are the **CityView Configuration Console**.
- CityView's **enterprise server software** for administration and management of your existing CityView system.

To meet the City's additional needs, we are proposing the purchase of **CityView Electronic Plans Review, CityView Mobile for Permits and Inspections and Code Enforcement (up to 10 concurrent users)**. Also included are **fourteen (14) named users** of Bluebeam Revu eXtreme.

- An **implementation** based on our CityView Select delivery model as described earlier in this proposal which includes configuration changes to the out of the box workflows for Permits & Inspections, Portal, Mobile and Electronic Plans Review.
- A **training program** that ensures your end-users are fully trained to maximize adoption and value from the software, your advanced users are equipped to contribute meaningfully to its evolution after go-live as changing requirements demand and your system administrators are empowered to support and manage the system.
- Ongoing **support and maintenance**, providing unlimited technical support, software upgrades and updates for all licensed software and much more, including the Harris Software for Life Program (if RFP is not issued).

Software & Licensing:	Quantity	Price
Application Software - CityView Solutions:		
CityView Property Information (required)	1	\$ -
CityView Permits & Inspections	1	\$ -
CityView Code Enforcement	1	\$ -
CityView Contractor Licensing	1	\$ -
CityView Cashiering	1	\$ -
CityView Electronic Plans Review	1	\$ 26,000
CityView Portal (licensed for 3 business processes only i.e. Building permits, Code Complaints, and Contractor Licensing)	1	\$ -
User Software:		
Concurrent Read/Write User Licenses	15	\$ -
CityView Mobile (Building Inspections)	5	\$ 4,900
CityView Mobile (Code Enforcement Inspections)	5	\$ 4,900
Bluebeam Revu (eXtreme)	14	\$ 8,386
Server Software:		
CityView Server (required)	1	\$ -
CityView Esri ArcGIS Mapping Extension (unlimited users)	1	\$ -
CityView Configuration Console	1	\$ -
Total:		\$ 44,168

Implementation Services:	Cost
--------------------------	------

Project Management	Ongoing project facilitation, billing, status reports, issues resolution, escalation, resource allocation, scheduling, budget management, change orders etc.	\$ 4,200
Data Collection & Process Mapping (remote)	Remote reviews of CityView Select, completion of CityView Select, web based configuration workbook & other digital materials, collection of business data required to tweak & refine CityView Select pre-configuration.	\$ 5,075
Installation (remote) & Environment Management	Production and test environments set up and tested, includes up to 3 installs during the project	\$ 1,400
Configuration from Data Collection & Process Mapping	- Fees, custom data fields, business rules for all modules licensed.	\$ 23,888
Reviews for Validation & Refinements (remote); Acceptance Testing	In-scope refinements to configuration, business rules etc. Conducted through a series of remote environment reviews, focusing on configuration and workflow, data conversion, customizations and interfaces (where applicable). Latter review/s client-led.	\$ 9,275
Total Implementation Services		\$ 43,838

Training:	Max. Students/ session	Days	Cost
CityView End User Training (onsite)	10	3	\$ 4,900
Go-live facilitation & Assistance (onsite)	-	1.5	\$ 3,281
CityView Mobile Training (onsite)	10	0.5	\$ 1,094
Bluebeam Electronic Markup Training (remote)	10	1	\$ 1,969
Total Training Services		6	\$ 11,244

Travel & Expenses (for onsite services)	Person-Trips	Person-days Onsite	Cost
Travel Budget for Onsite Services (billed on a cost recovery basis)	2	5.5	\$ 7,370

Mandatory Annual Software Maintenance	Deliverables	Payment Milestone
--	---------------------	--------------------------

Annual Software Maintenance (year 1) in addition to the City's current annual maintenance	Provides: <ul style="list-style-type: none"> • All major and minor software upgrades • Unlimited technical support; • Unlimited access to the CityView FTP site • Unlimited access to the CityView Connect • Support for in-scope, CityView-delivered customizations to product and Select configuration 	\$10,272
Bluebeam Revu Annual Software Maintenance (year 1) in addition to the City's current annual maintenance	First line of support for Bluebeam Revu	\$2,086

Project Assumptions

Our proposal includes the following assumptions:

- Typically, implementation services begin 90 – 120 days after contract signing.
- Property integration has not been included.
- Configuration changes to the out of the box workflows for Permits & Inspections
- Integration/interface – a batch export to the City's Financial GL has not been included.
- Fee schedules were not provided prior to the quoting of this project, therefore our assumptions around the effort to configure fees are subject to review of the complete requirements. Our assumption is that the current fees are configured correctly and do not need to be reconfigured.
- The software implementation is based on Vendor's understanding of the number of "responsible departments" managing the processes within each product. Budgeted effort is allotted to various aspects of the implementation based on this number. For example, if the project to implement CityView Permits & Inspections includes scope for building permits, encroachment permits and fire permits, and each of these is managed separately by a different responsible department, then the budget estimate is based on 3 responsible departments needing independent sessions for data collection/process mapping, validation & refinement and end-user training. If, however, all of those permit types were managed by the same people under one Customer Service Center, then this would be classed as 1 responsible department and the budgeted effort for data collection/process mapping, validation and refinement and end-user training is lower.

Vendor's understanding of the Customer's responsible departments is as follows:

- Permits and Inspections (1 departments) and Code Enforcement (1 department).
- No custom reports are included. CityView provides out of the box reports for each module, as well as a user-friendly reporting tool, and the ability to link SSRS reports to the users' catalog that allows the City staff to develop any necessary reports needed. **Please note, professional documents in CityView (i.e., Correction Notices, Permits) are Microsoft Word letter templates.*
- Configuration of out of the box workflows for Permits & Inspections to meet the City's needs, and no new unique workflows will be configured unless agreed to through a formal change order.
- There is currently no process for the renewal of contractor registration. The City requires contractors

to register annually, pay a fee and provide certain information. The renewal process does not currently exist and therefore we have not included for any services associated with the configuration of a renewal process.

- No Spatial Query have been included with this proposal. Should a spatial query requirement be determined an estimate will be confirmed during project scoping and can be increased through mutually agreed change order.

Notes: Please note we do not provide hardware; no proprietary hardware is required for the operation and use of CityView.

Exclusions: (as it pertains to a Statement of Work should we be the City proceed)

1. Provision of hardware, databases and third party software.
2. Setup and support of network infrastructure supporting CityView.
3. Quantities, of the following items, that are in excess of those defined in a Statement of Work "Scope (Inclusions)", are specifically excluded, unless addressed by a change order:
 - Letter configuration
 - Custom data fields
 - Spatial queries
 - Training
 - Customizations and interfaces
 - Custom workflows
 - Custom reports
 - Batch/scheduled processes
4. Non-standard configuration – standard configuration would be what is provided in the "Inclusions" above and what comes preconfigured in the system. Examples of non-standard configuration would include: modifying record-level security from what is pre-defined; defining organizational role security criteria other than those defined in the out of the box organizational roles (e.g. read-only access to some sheets, read-write to others); creating batch processes other than those defined in the product for permit and planning expirations; creating business rules defining specific outcomes that are tied to specific users of the system only (e.g. message box reminding of a process that needs to be followed but where that message box is only invoked where a specific users is logged into the system). While these are not included in the Project's scope, the configuration tools are provided for Customer to undergo such configuration itself.

4. CITYVIEW RECOMMENDED HARDWARE AND SOFTWARE

CityView offers both an on-premise and hosted, subscription software model. Information is provided in the following pages regarding recommended servers, database sizing considerations, third party software, and compliancy tables for an on-premise solution. This is followed by a diagram depicting a typical installation.

Operating Systems*

Interface	Supported OS Versions	Editions	Minimum Requirements
CityView Configuration Console	Windows 10	32 and 64 bit, Home, Pro and Enterprise Editions	.NET Framework 4.7.1 required - download link
	Windows 8, 8.1	32-bit and 64-bit editions	
	Windows 7 SP1	32-bit and 64-bit editions	
CityView Mobile*	iOS (iPhone, iPad, iPod)	4 or higher Safari version 10 or higher	<p>CityView Mobile is a browser-based interface, so devices will require an internet connection and a web browser. Local storage must be enabled.</p> <p>Important: TLS certificate required.</p> <p>About Windows Surface devices: these devices will run CityView Mobile, but you will not be able to directly access the camera for photos or video. This is a Windows security issue and is not controlled by CityView.</p> <p>Optional Hardware:</p> <p>For areas with poor coverage, some customers have used vehicle cellular signal boosters to enhance connectivity.</p> <p>Though we (CityView) do not claim to support or endorse any one product, this unit has been recommended by our customers: weboost Drive 4G-M</p>
	Android	2.3 or higher	
	Windows Phone 7 or higher	7 or higher	

*CityView Mobile is an optional add-on service to use CityView through a customized browser application. Each module is licensed for CityView Mobile separately. CityView Mobile is optimized for use in the field on a small screen; it is a supplement to, and not a substitute for a full version of CityView Workspace.

Servers	Supported OS Versions	Minimum Requirements
CityView Management Server	Windows Server 2019	<ul style="list-style-type: none"> • Required for all environments • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 300 megabytes (MB) of available hard disk space
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	
CityView Application Server	Windows Server 2019	<ul style="list-style-type: none"> • Required for all environments • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 500 megabytes (MB) of available hard disk space • 64-bit
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Servers	Supported OS Versions	Minimum Requirements
CityView Workspace Server	Windows Server 2019	<ul style="list-style-type: none"> • Required for customers that purchase the CityView browser-based interface • 2GHz 8 core Xeon or Opteron processor recommended • 32 Gigabytes (GB) of RAM or higher recommended • 10 Gigabytes (GB) of available hard disk space • Note that an SSL/TSL certificate is required to run Workspace. • URL Rewrite for IIS is required and included in the installation package. Users need to accept the installation. • Workspace requires a 64-bit Application Pool in IIS. • Standard – WebSockets enabled
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
CityView Portal Server	Windows Server 2019	<ul style="list-style-type: none"> • Required for customers that purchase CityView Portal, online public interface for any module. • A separate CityView Portal license is required for each online module • Windows Server with 2GHz Xeon processor recommended • 8 Gigabytes (GB) of RAM or higher recommended • 10 megabytes (MB) of available hard disk space • Note that an SSL/TSL certificate is required for CityView Portal/Mobile • CityView Portal/Mobile requires a 64-bit Application Pool in IIS.
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Servers	Supported OS Versions	Minimum Requirements
CityView Integration Server	Windows Server 2019	<ul style="list-style-type: none"> Required for any environment that's using CityView Public API Windows Server with 2GHz Xeon processor recommended 8 Gigabytes (GB) of RAM or higher recommended 10 megabytes (MB) of available hard disk space
	Windows Server 2016	
	Windows Server 2012 R2	
	Windows Server 2012	
	Windows Server 2008 R2	
	Windows Server 2008 SP2	

Data Sizing Projections

There are several services that are typical in our deployment strategy:

1. **SQL Server** – can be scaled to include failover clusters. Typical day-to-day operation of CityView will not tax the server as most queries will pull less than 10 records per table at a time. This service works directly with Management Server, Application Server and Portal server processes. Typical permit applications require 1MB of disk space.
2. **CityView Management Server** – this is a service that runs in IIS, typically processing login requests, and configuration settings for the software. The only time where the service impacts performance on a server is when a build of the application occurs, typically during maintenance periods. All services need to be able to communicate with this server.
3. **CityView Workspace Server** – this is a service that runs in IIS and provides the server side processing for the primary Workspace browser user interface most staff will use. This service needs sufficient hardware resources to handle the load. If performance is not ideal, it is certainly possible to have multiple servers deployed to handle load balance or latency concerns.
4. **CityView Application Server** – this service handles general server side application processing not handled by more specialized servers. This includes scheduled processes, letter generation and document access.
5. **CityView Mobile Server** – Mobile Server IIS service acts as a gateway to the software for field staff users, and directly queries SQL Server during operation. There is an extremely small footprint for the service, and small memory/CPU overhead. If performance is not ideal, it is certainly possible to have multiple mobile servers deployed to handle load balance or latency concerns.
6. **CityView Portal Server** – Portal Server IIS service acts as a gateway to the software for browser and mobile users, and directly queries SQL Server during operation. There is an extremely small footprint for the service, and small memory/CPU overhead. If performance is not ideal, it is certainly possible to have multiple portal servers deployed to handle load balance or latency concerns.

7. **Document Management/Content Management Server** – often handled by third party services, e.g. SharePoint, Laserfiche, TRIM, etc. This can also be defined as a Windows file share (SMB) where we typically recommend 5MB of space per permit for file storage (PDF, DOC, JPG).

.NET Framework

Required for all servers and desktop machines running CityView.

Supported Versions	Notes
.NET Framework 4.7.1	Minimum required - download link
.NET Framework 4.7.2	Supported

Database Technologies

Microsoft SQL Server is required for all CityView customers.

Supported Versions	Editions	Recommended Hardware
SQL Server 2017	32-bit and 64-bit editions, Express and higher	<ul style="list-style-type: none"> • Processor: 2+ GHz Dual Core processor (Intel Xeon or AMD Opteron) • Memory: 32 GB • Storage: RAID-5, 4 (3 + 1 Hot Spare) x 73GB 15K RPM Ultra 320 SCSI (or substitute SSDs for better performance) • Network Adapter: Gigabit Ethernet Adapter • Power Supply: Redundant Power Supplies
SQL Server 2016		
SQL Server 2014		
SQL Server 2012		

Browsers*

For CityView customers that purchase CityView Workspace. Note that servers for all CityView web-based interfaces require TLS certification and an HTTPS address.

Workspace		
Workspace has been designed to work with desktop browsers. Staff mobile users should be using the CityView Mobile interface, which also supports disconnected mode (security certificate required).		
Supported Browsers	Required Settings	Notes
Google Chrome* Microsoft Edge* Windows 10 required	Required for Workspace on all browsers: <ul style="list-style-type: none"> JavaScript must be enabled Cookies must be enabled Ad Blockers must be disabled Pop-ups must be enabled (or not blocked) 	CityView Workspace (internal use) does not currently support browsers on mobile devices. Staff mobile users should be using the CityView Mobile interface, which also supports disconnected mode. Important - Internet Explorer No Longer Supported in Workspace - Microsoft has discontinued development of Internet Explorer and recommends Edge. Microsoft Edge is not available for Windows 7 or Windows 8.1. Customers still on those operating systems should use either Firefox or Chrome for the full CityView Workspace interface experience.
Mozilla Firefox		

*Recommended browsers

Portal		
Portal has been designed to work with desktop and mobile browsers		
Supported Browsers	Version	Notes
Internet Explorer	8-11 10 Windows Phone 8 Xbox 360	Portal servers require a TLS certificate (https) and a 64-bit IIS Application Pool
Microsoft Edge	40 and up Xbox One Windows 10 Mobile	
Google Chrome	Desktop (tested version 73) and Mobile	
Mozilla Firefox	Desktop (tested version 66) and Mobile	
Opera	Tested version 58	
Safari	9 and up MacOS, iOS, iPad	

Mobile		
Mobile has been designed to work with mobile browsers		
Supported Browsers	Version	Notes
Safari	10 or higher	CityView Mobile is highly compatible with many mobile browsers for phones or tablets. Firefox and Chrome update automatically. As of publication, the current version is supported. As of Firefox version 62 and Chrome version 67, these browsers no longer allow insecure websites to access the browser Application Cache. This is where the pages for disconnected mode are stored. Mobile Disconnected Mode will no longer run when using HTTP. Your browser will give a No Internet connection error. To be able to use disconnected mode, you need to host CityView Mobile using HTTPS. Note that these browsers update automatically, so trying to retain a previous version is not a practical solution.
Firefox	57 or higher	
Chrome	63 or higher	
Opera		
Android		

Bluebeam Revu

For customers that purchase Electronic Plans Review

Supported Versions	Editions	CityView Interface	Notes
Revu 2019 Revu 2018*	<ul style="list-style-type: none"> Revu eXtreme all document comments and markups are flattened before the document is returned to the customer for corrections CAD & Standard versions can be used by users who will be marking up documents, but not be initiating or finalizing the markup process, or for Workspace users. 	Workspace	Bluebeam Revu is required for CityView Electronic Plans Review (EPR) functionality. Bluebeam Revu can also be used to view, create or manipulate PDF documents, independently of CityView. <ul style="list-style-type: none"> Bluebeam Revu licenses are required *For customers upgrading to version 2018: If you have a Bluebeam Open or Enterprise License, Bluebeam will validate your license every time you launch, prepare or flatten documents. It is normal to see a "License Seat Acquisition" message.

Google Applications

Supported	Notes
Google Calendar integration	License required
G-Suite integration	License required
Gmail utilization	No license needed

Microsoft Exchange

For CityView customers that purchase Microsoft Exchange integration

Supported Versions	Notes
Office 365 Exchange	Supported with Web Services API
Exchange 2019	
Exchange 2016	
Exchange 2013	
Exchange 2010	

Microsoft Outlook

For CityView customers that purchase the Microsoft Outlook integration Add-In

Supported Versions	Editions	Notes
Outlook 2019	32-bit and 64-bit	Required for CityView Outlook integration Add-In Click-to-Run: Please note that Microsoft Office installations that have been installed and that use "Click-To-Run" are not supported by CityView. Office 365 not supported.
Outlook 2016		
Outlook 2013		
Outlook 2010		

Microsoft Word

For CityView customers that purchase the Microsoft Word integration Add-In. This Add-In allows users to create letter templates and edit generated letter in the following versions of Microsoft Word.

Users in the Letter Configuration organization role can customize letter templates used to generate letters/correspondence. These the are the supported versions for template configuration.

For Template Editing		
Supported Versions	Editions	Notes
Word 2019	32-bit and 64-bit	Required for CityView Word integration Add-In Click-to-Run: Installation of 2019 is under review at this time.
Word 2016		
Word 2013		
Word 2010		

Once a letter is generated from a template, the content of the letter can be edited via the Word Add-In. These are the supported versions for letter editing.

For Generated Letter Editing		
Supported Versions	Editions	Notes
Office 365		
Word 2019	32-bit and 64-bit	Required for CityView Word integration Add-In
Word 2016		
Word 2013		
Word 2010		

Mapping/GIS Technologies*

For CityView customers that purchase the GIS/mapping integration (Esri only)

Supported Versions	Editions	Notes
ArcGIS Online		<ul style="list-style-type: none"> Supported Required for CityView Mobile Route
ArcGIS Enterprise v10.6	<ul style="list-style-type: none"> 32-bit and 64-bit editions, Express and higher. Workgroup or Enterprise Capacity Level servers (Standard, Advanced). Server Basic version not supported. 	<ul style="list-style-type: none"> TLS certificate required. ArcGIS Engine v9.3 and v9.2 ArcGIS Reader v9.3 and v9.2 - legacy support; no significant enhancements will be implemented. <p>* Feature Service Layers required for editing maps through CityView.</p>
ArcGIS Enterprise v10.5		
ArcGIS Server v10.4		
ArcGIS Server v10.4.1		
ArcGIS Server v10.2.2		

Document Management Systems

Optional integration for CityView customers who are using one of the following document management systems. Additional license required to integrate with CityView. If no other integration is configured, CityView will use its native DMS.

System	Supported Versions	Notes
Laserfiche	9 and 10 (including all minor versions)	<p>https://www.microsoft.com/en-ca/download/details.aspx?id=48145</p> <p>CityView Portal/Mobile: supports Laserfiche Web Access 9/10 and Web Link 9/10</p> <p>The Laserfiche libraries (version 10) that CityView uses and ships with will work with an instance of Laserfiche 10.X Server.</p>
Microsoft SharePoint	2016, 2013, 2010, SharePoint Online	
OnBase	16.0.0.17	Supports CityView/OnBase API
Eclipse (docStar)		
PaperVision	78, 79	

System	Supported Versions	Notes
ImageNow (Perceptive Content)	6.7	
Alfresco	5.2	
FileHold	15.2.0	
eB		Contact CityView Support before installing

Payment Processing

CityView Portal supports optional integration with numerous Payment Processing systems (Payment Gateways). You must be licensed to implement this integration. * Preferred gateway.

Security Note: The PCI Data Security Standard requires that merchants use TLS1.2.

Supported Gateways	Notes
Paymentus*	Supports eCheck/ACH payment if customer account has set this option with their payment vendor. Shopping cart supported conditionally.
Invoice Cloud*	Supports eCheck/ACH payment if customer account has set this option with their payment vendor. Shopping cart supported.
Heartland	
Acculynk	
PayPal's PayFlow Pro	Payflow Pro v4.3
iTransact	
Moneris (Hosted Pay Page)	
PayGOV	
Bambora (formerly Beanstream)	Shopping cart supported.
MSB Nexus	Web API "May 2017" version
BIS Online	
Authorize.Net	Supports eCheck/ACH payment if customer account has set this option with their payment vendor.
Active Class	Contact CityView Support before installing.

SMS/Text Messaging

CityView customers with modules that are licensed for Mobile can use the following service to send text messages.

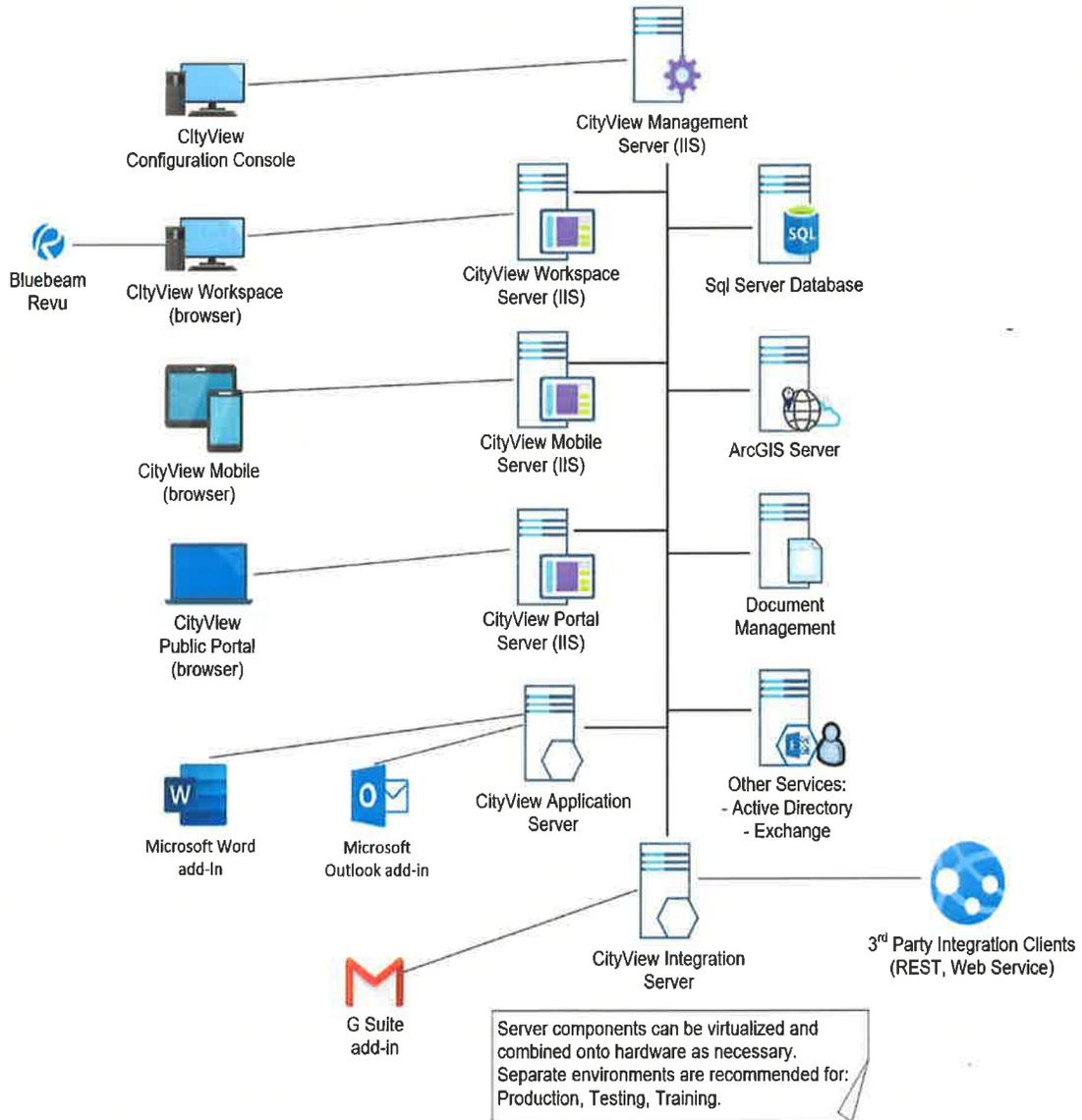
Supported Versions	Notes
Twilio	Configuration information.

Reporting Technologies

CityView supports optional integration with the following reporting systems.

Supported Versions	Editions	Notes
SSRS 2016	32 -bit and 64-bit editions, Express and higher	Valid TLS certificate required 1.2 or higher required on server for Workspace.
SSRS 2014	32 -bit and 64-bit editions, Express and higher	
SSRS 2012 R2	32 -bit and 64-bit editions, Express and higher	
SSRS 2012	32 -bit and 64-bit editions, Express and higher	

CityView Conceptual Architecture



Note: The CityView websites (Workspace, Portal and Mobile) require TLS for security. As such, you will need to provide a valid TLS certificate. The two available options are to purchase a signed certificate by a verified TLS Certificate provider. This is the preferred option. Alternatively, a self-signed TLS certificate can be created. The self-signed option requires manual creation of the certificate as well as manual installation of the certification on all client devices.

Date: 07-01-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Schottke
Approved: _____
Emergency: _____
Current Expense: XX

No. : C-32-20
1st Reading: 07-06-20
Public Notice: 07-07-20
2nd Reading: 07-20-20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-32-20

AN ORDINANCE TO ENACT THE WET BASEMENT GRANT PROGRAM AND APPROPRIATE \$200,000.00 FROM THE SIDEWALK PROGRAM TO THE WET BASEMENT PROGRAM

WHEREAS, the City of Grove City has studied and recognized that there are certain homes and businesses that have been built within the floodplain; and

WHEREAS, when large rain events occur, historically these areas have been prone to flooding; and

WHEREAS, after the latest rain event on March 20, 2020, the Service Department completed an evaluation of the areas affected to determine the best course of action to assist residents in preventing future flooding issues; and

WHEREAS, the attached Wet Basement Grant Program has been developed to assist residents with certain flooding issues, as outlined in the Program; and

WHEREAS, the 2020 Sidewalk Program has an available balance of \$200,000.00 to be used to fund the Wet Basement Program.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. This Council hereby enacts the Wet Basement Grant Program, as attached hereto and made a part hereof in Exhibit "A".

SECTION 2. There is hereby appropriated \$200,000.00 from the unappropriated monies of the Capital Improvement Fund to be transferred to the General Fund and appropriated to account number 100120.551300 for the current expense of the Wet Basement Program.

SECTION 3. There is hereby a \$200,000.00 appropriation reduction to account number 305000.603195.

SECTION 4. This ordinance appropriates for current expenses and shall therefore go into immediate effect.

Christine Houk, President of Council

Passed:

Richard L. Stage, Mayor



What is the Wet Basement Grant Program?

The Wet Basement Grant Program is designed to assist property owners with flooding issues in their homes. It is based on the principles contained within the GroveCity2050 Community Plan and is focused on alleviating physical and environmental challenges that are not present elsewhere in the community.

- **Water in Basement:** Most basement flooding is not related to the sanitary sewer system. In many cases, soil settles adjacent to the building and, if not corrected, leads to rainwater flowing towards the building and down the outside of the foundation wall. This is particularly true in older buildings where cracks may have developed in the foundation or floor slab which allow water to enter the basement. The cement floor and basement walls of these structures may have deteriorated to the point that they are no longer waterproof. Thus, water can show up in a basement which has never had a water problem. This frequently happens when the ground is saturated after repeated or heavy rainstorms. Drainage can be improved by making sure that water drains away from the building. Homeowners can also prevent flooding by water-sealing the basement.
- **Sewers:** Most homeowners and business owners may not realize that they are responsible for the maintenance and repair of their house or sewer lateral – the pipeline between the city sanitary sewer main, usually located under the street, and the building. The sewer lateral is owned and maintained by the property owner including any part that may extend into the street or public right of way. A cracked or deteriorated lateral or one filled with tree roots can allow groundwater to seep into the system, contributing to the possible sewer backup problems.

Program Description: Grant money is provided as a one-time reimbursement and matched at \$.50 per \$1.00 of private investment up to a maximum of \$5,000.00. The total reimbursement amount will be based on submitted quote(s) contained within and set as part of the approved grant application.

Eligible Geography: Historic flood-prone areas within Grove City bounded by Parlin Drive on the North, Hoover Road on the East, Casa Blvd. on the South, and Demorest Road through Rockledge Street on the West.

The Wet Basement Grant Program Eligibility:

1. Flood abatement projects that are eligible for consideration are deemed necessary by the City Administrator to mitigate substantial impacts resulting from flooding due to significant weather-related events that occurred not already covered by insurance.
2. Is limited to single or two-family homes in Grove City.
3. Submittal of application must be accompanied by an inspection/project report/estimate by one of the following licensed professionals: plumber, home inspector, or contractor.
4. Projects will be evaluated for effectiveness by City inspectors via on-site inspection prior to granting funds.
5. Applicants requesting funding through the program must be current in their real estate property taxes and must be in good standing with all local, regional, state, and federal taxing authorities. All properties participating in the program shall comply with all applicable zoning, building and property maintenance standards.

Measures to Prevent Basement Flooding

- Cleaning of gutters and downspouts of debris
- Drain downspouts more than 3 feet from the basement wall
- Correct dirt settling adjacent to the foundation by sloping away from wall
- Unclog downspout and sump pump line to the street
- Install backflow prevention device and/or standpipe
- Replace sump pump w/ alarm and/or back-up battery
- Deepen sump pit
- Install plastic shields over window wells
- Caulk basement walls and floor cracks
- Seal basement with an approved water-proofing product

Not Covered

- Replacement of gutters and/or downspouts
- Gutter covers
- Structural basement floor and wall modifications
- Foundation drainage piping

Ways to Prevent Backups in Your Lateral and in the City Main

- **Dispose of Grease Properly:** Cooking oil should be poured into a heat-resistant container and disposed of properly, after it cools off, not in the drain. Washing grease down the drain with hot water can cause significant problems. As the grease cools off, it will solidify either in the drain, the property owner's line, or in the main sewer causing the line to constrict and eventually clog.
- **Dispose of Paper Products Properly:** Paper towels, disposable (and cloth) diapers, and feminine products can cause many problems in the property owner's lateral as well as in the city main because they do not deteriorate quickly, as bathroom tissue does.
- **Replace your line with new plastic pipe:** One way to prevent tree roots from entering your line is to replace your line and tap with new plastic pipe. If you still have problems with tree roots growing in your lateral, you may have to have roots cut periodically.
- **Illegal Plumbing Connections:** Do not connect French drains, sump pumps and other flood control systems to your sanitary sewer. It is illegal, and debris and silt will clog your line. Consult a plumber to correct any illegal connections.
- **Install a Backwater Prevention Valve:** A backwater valve is a fixture installed into a sewer line, and sometimes into a drain line, in the basement of your home or business to prevent sewer backflows. A professionally installed and maintained backwater valve allows sewage to go out, but not to come back in.

Funding: Projects, applied for due to damage from a weather-related event, will be reimbursed at a maximum of \$0.50 per \$1.00 of an eligible project's amount for portions not covered by insurance. The maximum award shall not exceed \$5,000. The City determines the total reimbursement award based on the submitted quote(s) contained within the approved grant eligibility application. Costs exceeding the originally estimated amount may not be eligible for reimbursement.

Dispersal of Funds: Dispersed funds are to reimburse applicants for incurred expenses associated with approved project costs. Funds may be dispersed up to a maximum of two (2) times during the duration of an approved project. Reimbursement requests will be processed upon the submission of proof of payment, photographs, inspection results and other needed documentation (as determined by staff) to verify the completion of the improvement.

Grant recipients are required to maintain records of expended funds and are to provide copies of all paid final invoices, paid receipts, inspection results and additional documentation demonstrating proper use of grant funds. Recipients not able to provide the necessary documentation/records will not be issued grant reimbursement funds.

This grant may be treated as income subject to Federal Income Tax. The City of Grove City is not liable for any tax implications resulting from the extension of this grant through the Wet Basement Grant Program. See your tax advisor for clarification. The distribution of funds will be made in accordance with the guidelines stipulated by the Housing Officer of the City of Grove City.

Conflict of Interest: No official, employee or agent of the City shall have any personal interest, either direct or indirect, in the Wet Basement Grant Program, nor shall any such official, employee or agent participate in any decision relating to the Wet Basement Grant Program which affects his personal interests or the interests of any corporation, partnership or association in which he is, either directly or indirectly, interested. Additionally, work completed by applicants and/or property owners that hold ownership in any firm performing that work, or other instances in which the Development Department determines a conflict of interest is or may be present, shall be ineligible for WBGP funding.

Project Monitoring: Grant recipients must agree to allow any duly authorized representatives of the City of Grove City, at reasonable times and with twenty-four (24) hours prior notice, to have access to any portion of the project in which the City is involved and the period of such right to this access shall be until the City closes out the project.

Warranty: The City is not providing any warranty or guarantee with regard to the functioning of the grant improvements. Homeowner agrees to properly maintain and operate the improvements from the grant. Homeowner understands and acknowledges that the responsibility to maintain permanent improvements, including the cost of all future operation and maintenance, is entirely the responsibility of the Homeowner, and is not the responsibility of the City.

Liability: Homeowner agrees, as part of the consideration to the City for participation in this grant program, to release and forever discharge the City, its officers and employees, from any and all claims, demands, damages, losses, and expenses of all kinds associated with past and future flooded basement into Homeowner's residence. This waiver is made on behalf of Homeowner, Homeowner's heirs, successors, executors, administrators, and assigns. The Homeowner further understands and acknowledges that the City has undertaken this grant program voluntarily and is not an admission of liability or wrongdoing.