

# May

## 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 6:15 pm Tech & Comm Committee 7:00 pm City Council	6	7	8	9	10
11	12 7:00 pm Water and Sewer Comm.	13 8:15 am Privacy Comm.	14	15	16	17
18	19 6:00 pm Tree Commn. 6:00 pm Parks & Rec Comm. 7:00 pm City Council	20	21	22	23	24
25	26 <b>MEMORIAL DAY OFFICE WILL BE CLOSED</b>	27 4:30 pm Civil Service 6:00 Finance & Budget Comm. 7:30 Safety & Human Resources Comm.	28 6:30 pm Parks & Rec Board	29	30	31



# *City of Napoleon, Ohio*

*255 West Riverview Avenue, P.O. Box 151  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393  
www.napoleonohio.com*

## *Memorandum*

**To:** Board of Public Affairs  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Marrisa Flogaus, Acting Clerk  
**Date:** May 9, 2025  
**Subject:** Board of Public Affairs-Cancelation

The regularly scheduled meeting of the Board of Public Affairs for Monday, May 12, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.



# *City of Napoleon, Ohio*

*255 West Riverview Avenue, P.O. Box 151  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393  
www.napoleonohio.com*

## *Memorandum*


**To:** Electric Committee  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Marrisa Flogaus, Acting Clerk  
**Date:** May 9, 2025  
**Subject:** Electric Committee-Cancelation

The regularly scheduled meeting of the Electric Committee for Monday, May 12, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.

**City of Napoleon, Ohio**  
**Water, Sewer, Refuse, Recycling & Litter Committee**  
**Meeting Agenda**  
**Monday, May 12, 2025, at 7:00 PM**

**Location: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio**

- 1) Approval of Minutes: September 9, 2024. (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) Billing Appeal
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment

  
Marrisa Flogaus, Acting Clerk

*City of Napoleon, Ohio*  
**Special Meeting Minutes of the**  
**WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE**  
**JOINT MEETING WITH THE**  
**BOARD OF PUBLIC AFFAIRS**  
Monday, September 9, 2024 at 6:00 pm

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**PRESENT**

Committee Members	Ken Haase-Chair, Dr. Dave Cordes, Ross Durham
City Manager	J. Andrew Small
Recorder	Mikayla Ramirez
Others	News-Media, Jeff Weis-Water Treatment, Jeff Comadoll, Mike DeWit, Ken Griffith, Brenda Bost, Lori Raush
Absent	Rory Prigge

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**Call to Order**

Haase, Chair of the Water, Sewer, Refuse, Recycling and Litter Committee called the meeting to order at 5:59 pm.

**Approval of Minutes**

In the absence of any objections or corrections, the minutes from the June 10, 2024, meeting were approved.

**Water Rate Review**

Small said, back when I took office in 2000, we just came under the findings and orders of the EPA. That meant we had to tear up most of the sewer system in town and repair the infrastructure at a great expense. In 1999 it was 35 million dollars. In 2024 we spent upwards of 100 million dollars to fix our sewer system. Consequently, we have had continual rate increases for the last 25 years. 2024 was the final of four years of 7% increases. The average inflation rate over the four years was 5%. Fortunately, we were able to show revenue gains despite the inflation. Last year, we showed a 4% increase in revenue over expenses in water and sewer funds. In 2023 we had a 22% increase in water funds and 15% increase in sewer funds. We are nearing the end of our long-term control plan, and we were fortunate that the EPA allowed us to renegotiate those projects. Not only once but twice since we received those finds and orders. We were able to eliminate some projects and pick up some others. In the end it will be as they expected, and we will get all of our wastewater to the plant without it going elsewhere. With that said, we are finally able to discuss discretionary projects rather than just projects forced upon us by the EPA. Next year we are going to do a project on West Clinton Street and Erie. It is something that should be done but it isn't desperately needed. We are also still in discussion with Campbell Soup about taking their wastewater, we expect that to take place sometime late next year. We anticipate an additional revenue of 160,000-240,000 dollars a year to go into our sewer fund. How do we compare? I analyzed 10 different communities similar in size to Napoleon all of which own their own water treatment facilities. I utilized the latest data from CAFR from 2022 and I looked at their fund balances for the water/sewer funds as well as their current liabilities. What I discovered was that Napoleon is in pretty good shape when compared to the other communities. As a matter of fact, Defiance, which is twice the size of Napoleon, numbers from 2023 are not nearly as good as ours. As you can see those numbers for Napoleon are strong. I would recommend that we have no increase in rates in 2025. Going forward, next year, we should convene these bodies to discuss 2026. A couple things we could discuss at that time are possibly conducting a formal water rate study. The last time one was done was in 2020 and it cost \$20,000. Or we could decide to raise rates based on inflation, like the rolling average we do with our electricity. Comadoll said, I bet the rate study will be at least \$50,000 now. Small said, yes it likely has increased but that is my recommendation, and I am open to discussion. Durham asked, do you know the last time we had a year without an increase? Small said, I tried to look but I couldn't locate the information.

Raush said, maybe 15-16 years ago. Comadoll said, ever since we built the plant it has been going on, but we must because it is an expensive plant. Durham said, being able to offer the citizens no increase is fantastic. Small said, like I said our funds are healthy. Is it something we want to do every year? Absolutely not. We must be good stewards of our resources, but it is something we will continually look at. DeWit said, you did a great job Andy. Comadoll said, I know we have asked for years what it cost to produce 1,000 gallons of water. Will they be able to figure that out with a rate study? Small said, yes. Comadoll said, we have asked the question numerous times and never got an answer. I would like to know that information once it is available. Small said, we know what our revenue for 2023 is for the water treatment facility and all the gallons we produced. Weis said, you'll take how many services we have in Napoleon and figure that into what we spend annually then that goes to the EPA. From there it goes into a pool of all the other communities in the state of Ohio to balance that out to how we are based on cost per service versus other communities. Cost per gallon is just a rough number to provide because it is so hard to determine what that is. Like what Andy said you could take our expenses by the gallons and that could give you a number. DeWit said, the current liabilities .557 million for Napoleon. Is that per year or? Small said, that is not total liabilities that is current liabilities. DeWit said, so your loan for the rehab is not included in that? Small said, no. We are still working with CSE to hopefully to get some companies interested in coming to Napoleon. There is a business who has shown some interest in Napoleon and if they did decide to come here, they would use 365,000 gallons a day, which is basically one third of our current production.

Motion: Durham          Second: Cordes  
To recommend to Council to not increase the water rate in 2025

Roll call vote on the above motion:

Yea- Haase, Cordes, Durham

Nay-

**Yea-3, Nay-0. Motion Passed.**

#### Adjournment

Motion: Haase          Second: Cordes  
to adjourn the Water, Sewer, Refuse, Recycling & Litter Committee at 6:13 pm

Roll call vote on the above motion:

Yea- Haase, Cordes, Durham

Nay-

**Yea-3, Nay-0. Motion Passed.**

**Approved**

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Ken Haase- Chair



## CITY OF NAPOLEON, OHIO

255 West Riverview Avenue • PO 151 • Napoleon, Ohio 43545-0151

KEVIN GARRINGER, FINANCE DIRECTOR

phone (419) 599-1235

fax (419)-599-8393

Web Page: [www.napoleonohio.com](http://www.napoleonohio.com)

Email: [kgarringer@napoleonohio.com](mailto:kgarringer@napoleonohio.com)

April 14, 2025

Mr. Mark Crandall  
146 W. Maumee Ave.  
Napoleon, OH 43545

Mr. Crandall,

This letter is in response to your official request for a refund of sewer services charges for the 146 W. Maumee Avenue property. (Utility Account # , )

Upon review of your situation, I am granting your request to credit the sewer portion of your utility bill. The amount of the credit is \$7.56 for 83 units of sewer for a total of \$627.48.

You may ***Appeal this Decision*** to the Water and Sewer Committee of Council pursuant to Rule 25 on Appeal Process should you so desire. A **Written Appeal plus a \$35.00 filing fee** would need to be sent to the City Manager if you chose to appeal. Pursuant to the Rule, this must be filed within ten (10) days from the date on this letter.

**If you ARE NOT appealing this decision, then no additional action on your part is required.**

To appeal this decision, send to:

J. Andrew Small, City Manager  
City of Napoleon, Ohio  
255 West Riverview Avenue  
P.O. Box 151  
Napoleon, Ohio 43545-0151

I hope you find this determination to be fair. If you have any questions, I can be reached at (419) 599-1235.

Sincerely,

Kevin Garringer  
Finance Director

cc: J. Andrew Small, City Manger  
Lori Rausch, Utility Billing Supervisor



# CITY of NAPOLEON, OHIO

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Napoleon, Ohio 43545-0151

Phone: (419) 599-1235 Fax: (419) 592-6748

Website: [www.napoleonohio.com](http://www.napoleonohio.com)

ACCOUNT NUMBER	SERVICE ADDRESS
	146 W MAUMEE AVE

Please Return Upper Portion with Payment.  
Do Not Staple Check to Utility Bill

ACCOUNT NUMBER	
BILLING DATE	05/01/2025
DUE DATE	05/16/2025
PAY NET AMOUNT → On or Before Due Date	\$1,739.31
GROSS AMOUNT, if Paid After Due Date	\$1,913.25

PAY NET AMOUNT on or before DUE DATE. After DUE DATE pay GROSS AMOUNT. Make Checks Payable to: CITY OF NAPOLEON

Scan here for  
payment options.



4501 1 AV 0.545  
MARK A. CRANDALL 19 308  
146 W MAUMEE AVE  
NAPOLEON OH 43545-1950



NAME		SERVICE ADDRESS			ACCOUNT NUMBER	
MARK A. CRANDALL		146 W MAUMEE AVE				
PREVIOUS READ DATE	CURRENT READ DATE	DAYS OF USE	BILLING DATE		DUE DATE	
03/05/2025	04/07/2025	33	05/01/2025		05/16/2025	
SERVICE DESCRIPTION	METER READING		USAGE	UNIT	RATE/UNIT	BILLED AMOUNT
	PREVIOUS	CURRENT				
Water Service Charge	1042	1171	129	CCF		1,206.01
Sewer Service Charge	1042	1171	46	CCF		382.95
Overflow Abatement Charge			1.00	ERU		9.50
Sewer Lateral Charge						2.10
Refuse Charge						20.00
ELECTRIC BILL:						
Customer Charge						6.00
Distribution Demand			983	KWH	\$0.02140	21.04
Pwr Supply Energy Chg	34820	35803	983	KWH	\$0.07280	71.56
PSCA Charge			983	KWH	\$0.01585	15.58
Tax Level 1	33 DAYS		983	KWH	\$0.00465	4.57
SUB-TOTAL - ELECTRIC BILL -			\$118.75			

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION, PENALTY CHARGES ADDED IF NOT PAID BY DUE DATE (GROSS AMOUNT), SERVICE SUBJECT TO DISCONNECTION IF UNPAID. A CHARGE IN ADDITION TO PENALTY WILL BE ADDED TO RECONNECT SERVICE. FAILURE TO RECEIVE BILL DOES NOT EXCUSE PENALTY.

**PAY NET AMOUNT →**

\$1,739.31

Bill PAST DUE If Paid After - 05/16/2025

Then Pay GROSS AMOUNT of

\$1,913.25

## REDUCED SEWER 83 UNITS

Automatic bank payment - effective Date 05-16-2025

Is your window air conditioner past its prime? Efficiency Smart offers a \$50 rebate on qualifying models to make upgrading to an energy-saving model more affordable. Visit [www.efficiencysmart.org/napoleon-ohio](http://www.efficiencysmart.org/napoleon-ohio) and select Home Energy Rebates or call 877-889-3777.

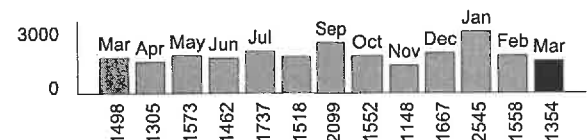
## MEMORIAL DAY HOLIDAY REFUSE/RECYCLING SCHEDULE:

Mon, May 26th-NO PICK UP, Tues, May 27th-MONDAY ROUTE

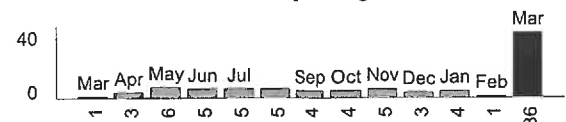
Wed, May 28th- TUESDAY ROUTE, Thurs, May 29th-WED&THURS ROUTE

Fri, May 30th-FRIDAY ROUTE

## Electric History Usage



## Water History Usage





# CITY OF NAPOLEON - SERVICE ORDER

## TYPE OF SERVICE ORDER:

☐ ELECTRIC 
 ☐ WATER 
 ☐ SEWER 
 ☐ STREET 
 ☐ REFUSE 
 ☐ OPERATIONS 
 216255  
☐ POLICE & FIRE 
 ☐ PARKS & REC. 
 ☐ CEMETERY 
 ☐ LINE LOCATE Service Order No.

DATE ISSUED: 04-09-25	NAMES: TENANT: CRANDALL, MARK A. OWNER: CRANDALL, MARK A.	ACCT NO.: [REDACTED]
TIME ISSUED: 11:03:31	ADDRESS: 146 W MAUMEE AVE	PHONE NO.: [REDACTED]

INSTRUCTIONS:	WORK REQUISITION	BEG	READ	END RD	CONS
WHU WATER HIGH USAGE					
READING 1171, 129 UNITS 4.9.25		E 31908	33466	1558	
		W 1005	1006	1	
		E 29363	31908	2545	
		W 1001	1005	4	
		E 27696	29363	1667	
		W 998	1001	3	
		E 26548	27696	1148	
		W 993	998	5	
		E			

CLOSED

APR 06 2010

OPERATIONS

METER LOCATION & INFORMATION						
METER #	BILL DATE	READ DATE	BEG READ	END READ	CONS	
Electric - # B5702 57496253	04-01-25	03-05-25	33466	34820	1354	
Water - # 82877351	04-01-25	03-05-25	1006	1042	36	
ID / Pro-Read - # R1461138834						
Remarks: RADIO 82877351 R1461138834 B5702 57496253						

REMOVED				INSTALLED		
TYPE	NUMBER	DATE	READING	NUMBER	DATE	READING
Electric						
Demand						
Reactive	2S					
AMR / ERT No.						
Phase 1 <input type="checkbox"/> 3 <input type="checkbox"/>	Meter Form	Multiplier	Class	PT	CT	
ODL: E/Existing R/Rented	ODL E <input type="checkbox"/> R <input type="checkbox"/>	SECURITY SIZE:	DECORATIVE SIZE:	STREET SIZE:	FLOOD SIZE:	
1 <sup>st</sup> Water Meter	82877351					
1 <sup>st</sup> I.D. No.	R1461138834					
1 <sup>st</sup> Meter Size:	5/8	Read _____	Trun _____		Read _____	Trun _____
2 <sup>nd</sup> Water Meter						
2 <sup>nd</sup> I.D. No.						
2 <sup>nd</sup> Meter Size:		Read _____	Trun _____		Read _____	Trun _____
1 <sup>st</sup> Water Meter	<input type="checkbox"/> House <input type="checkbox"/> Low <input type="checkbox"/> Hose <input type="checkbox"/> Hydrant			2 <sup>nd</sup> Water Meter	<input type="checkbox"/> Lawn <input type="checkbox"/> High	

Comments: Rd- 117210 Talked to homeowner about possibilities. Notified them that they are back on to normal usage. Also checked meter & it was not spinning.	<b>FOR TURN OFF USE ONLY</b> Knocked on Door <input type="checkbox"/> / / Time: _____ AM PM Shut Off <input type="checkbox"/> / / Time: _____ AM PM Meter Reading: _____
Is This Work Billable? <input type="checkbox"/> Y <input type="checkbox"/> N (If yes, Complete Billable Information) Authorized By: EMW Service Performed By: 314 319	Date: 04-09-25 Date: 4-9-25

IS ITEM ABOVE COMPLETED? ☐ Y ☐ N

ELECWTRW24/9/25

# CITY OF NAPOLEON - SERVICE ORDER

## TYPE OF SERVICE ORDER:

☐ ELECTRIC 
 ☐ WATER 
 ☐ SEWER 
 ☐ STREET 
 ☐ REFUSE 
 ☐ OPERATIONS 
 215654  
☐ POLICE & FIRE 
 ☐ PARKS & REC. 
 ☐ CEMETERY 
 ☐ LINE LOCATE Service Order No.

DATE ISSUED: 03-10-25	NAMES: TENANT: CRANDALL, MARK A. OWNER: CRANDALL, MARK A.	ACCT NO.:
TIME ISSUED: 12:35:54	ADDRESS: 146 W. MAUMEE AVE	PHONE NO.:

INSTRUCTIONS:		WORK REQUISITION		BEG	READ	END RD	CONS
WATER	GIVE TO WATER DEPT						
WHU	WATER HIGH USAGE						
READING OF 1042		E	29363	31908	2545		
36 UNITS ON 3-5-25		W	1001	1005	4		
		E	27696	29363	1667		
		W	998	1001	3		
		E	26548	27696	1148		
		W	993	998	5		
		E	24996	26548	1552		
		W	989	993	4		

Wed 4/2/25  
 1:00pm  
 CLOSED  
 APR 03 ENT'D  
 OPERATIONS

METER #		BILL DATE	READ DATE	BEG READ	END READ	CONS
Electric - #B5702	57496253	03-01-25	02-05-25	31908	33466	1558
Water - #	82877351	03-01-25	02-05-25	1005	1006	1
ID / Pro-Read - #	R1461138834					
Remarks:	RADIO					
	82877351 R1461138834 B5702			57496253		

REMOVED				INSTALLED		
TYPE	NUMBER	DATE	READING	NUMBER	DATE	READING
Electric						
Demand						
Reactive	2S					
AMR / ERT No.						
Phase 1 <input type="checkbox"/> 3 <input type="checkbox"/>	Meter Form	Multiplier	Class	PT	CT	
ODL: E/Existing R/Rented	ODL E <input type="checkbox"/> R <input type="checkbox"/>	SECURITY SIZE:	DECORATIVE SIZE:	STREET SIZE:	FLOOD SIZE:	
1st Water Meter	82877351					
1st I.D. No.	R1461138834					
1st Meter Size:	5/8	Read _____	Trun _____		Read _____	Trun _____
2nd Water Meter						
2nd I.D. No.						
2nd Meter Size:		Read _____	Trun _____		Read _____	Trun _____
1st Water Meter <input type="checkbox"/> House <input type="checkbox"/> Low <input type="checkbox"/> Hose <input type="checkbox"/> Hydrant				2nd Water Meter <input type="checkbox"/> Lawn <input type="checkbox"/> High		
Comments: RD-113585 4-2-25 117030 Meter was not spinning on arrival. Homeowner ran water while we were there. Meter spun and worked as it should. High usage is unknown.				FOR TURN OFF USE ONLY		
Is This Work Billable? <input type="checkbox"/> Y <input type="checkbox"/> N (If yes, Complete Billable Information)				Knocked on Door <input type="checkbox"/> / /		
Authorized By: LAR				Time: _____ AM PM		
Service Performed By: 309 + 313				Shut Off <input type="checkbox"/> / /		
Date: 03-10-25				Time: _____ AM PM		
Date: 4-2-25				Meter Reading:		

IS ITEM ABOVE COMPLETED? ☐ Y ☐ N Home owner has high apartment, ELEC WTRW23/6/25  
 flush toilets. Unable to determine water level in back tank.

April 24, 2025

To Whom It May Concern

I would like to appeal the decision of the city for the amount of excessive water usage of 165 ccf during the days of March 3-12, 2025

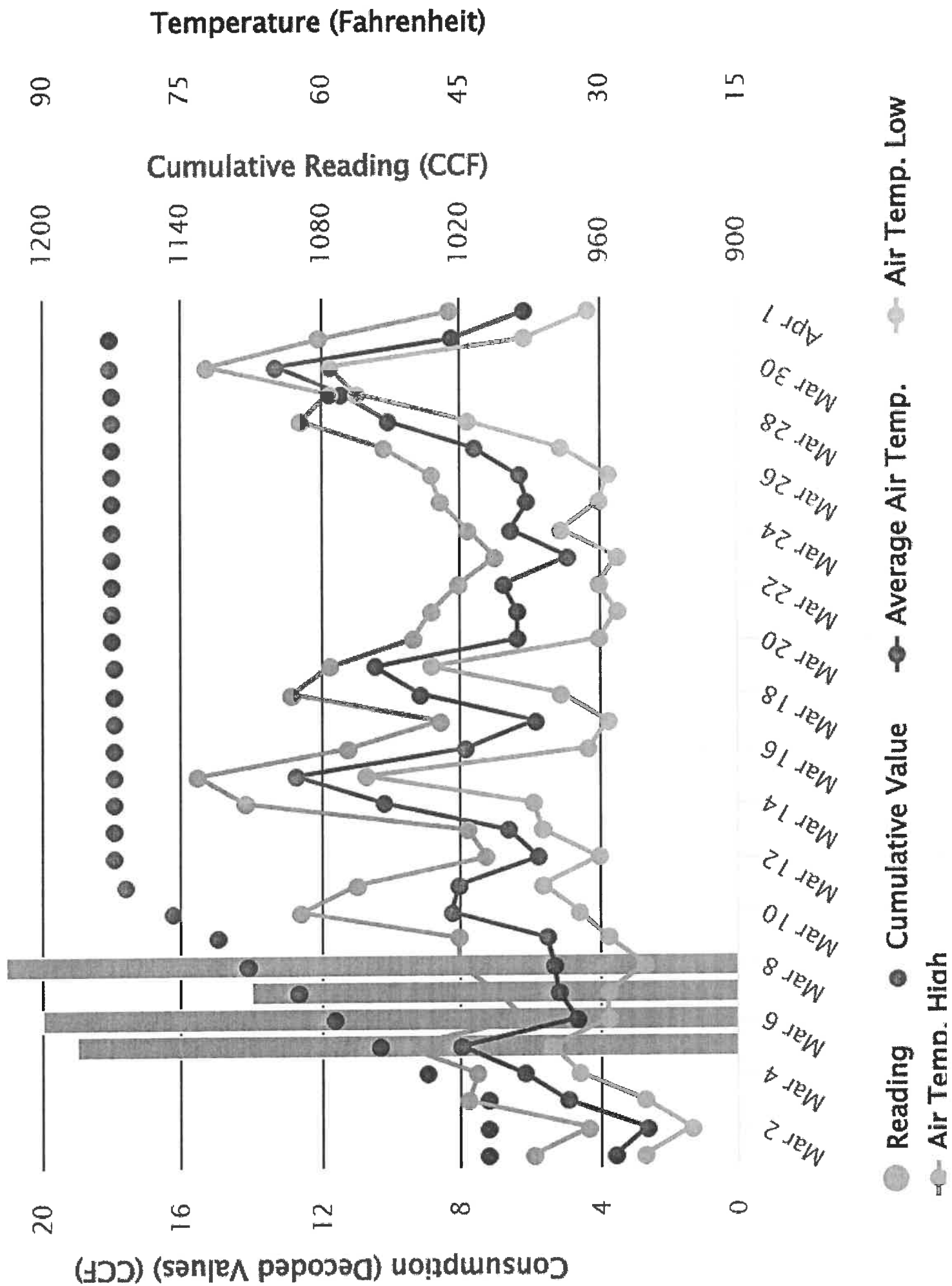
I dont feel the amount of water used and the manner it was used is possible.

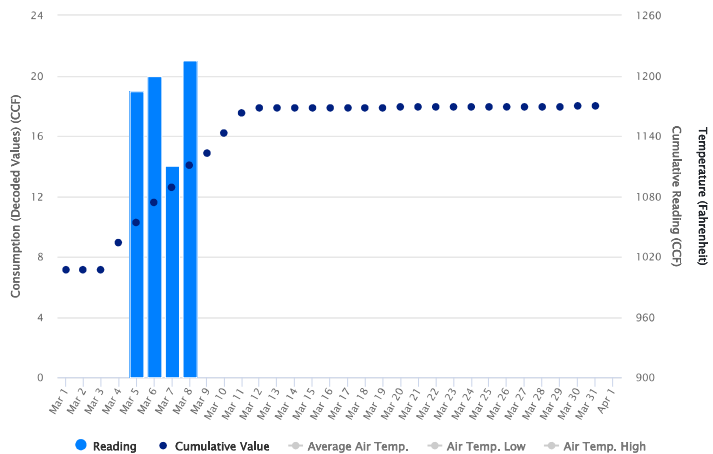
We would like ample time to present our case to the BPA.

Thank You for your time

A handwritten signature in cursive script, appearing to read "R. Lee".

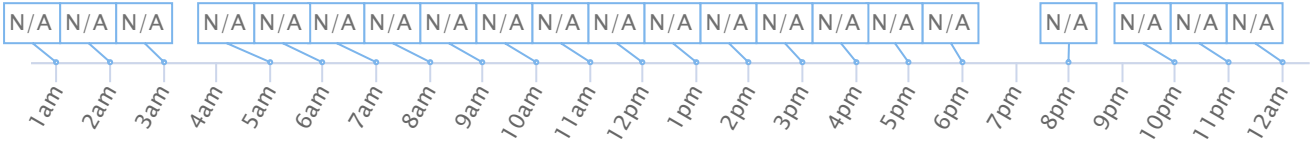
Date	Cumulative	Average Air	Air Temp. L	Air Temp. High
3/1/2025 0:00	1007	28.22	25	37
3/2/2025 0:00	1007	24.87	19.99	30.99
3/3/2025 0:00	1007	33.33	25	44.01
3/4/2025 0:00	1034	38.03	32	43
3/5/2025 0:00	1054	44.74	35.01	51.01
3/6/2025 0:00	1074	32.41	28.99	37.99
3/7/2025 0:00	1089	34.36	28.99	41
3/8/2025 0:00	1111	34.79	25	45
3/9/2025 0:00	1123	35.58	28.99	45
3/10/2025 0:00	1143	45.82	32	62.01
3/11/2025 0:00	1163	45	36	55.99
3/12/2025 0:00	1168	36.41	30	42.01
3/13/2025 0:00	1168	39.65	36	44.01
3/14/2025 0:00	1168	53.11	37	68
3/15/2025 0:00	1168	62.65	55	73
3/16/2025 0:00	1168	44.2	30.99	57
3/17/2025 0:00	1168	36.82	28.99	46.99
3/18/2025 0:00	1168	49.24	34	63
3/19/2025 0:00	1168	54.07	48	59
3/20/2025 0:00	1169	38.7	30	50
3/21/2025 0:00	1169	38.73	28	48
3/22/2025 0:00	1169	40.21	30	45
3/23/2025 0:00	1169	33.21	28	41
3/24/2025 0:00	1169	39.42	34	44.01
3/25/2025 0:00	1169	37.58	30	46.99
3/26/2025 0:00	1169	38.53	28.99	48
3/27/2025 0:00	1169	43.36	34	53.01
3/28/2025 0:00	1169	52.57	44.01	62.01
3/29/2025 0:00	1169	57.58	55.99	59
3/30/2025 0:00	1170	64.65	59	72
3/31/2025 0:00	1170	45.82	37.99	60.01
4/1/2025 0:00		37.87	30.99	46



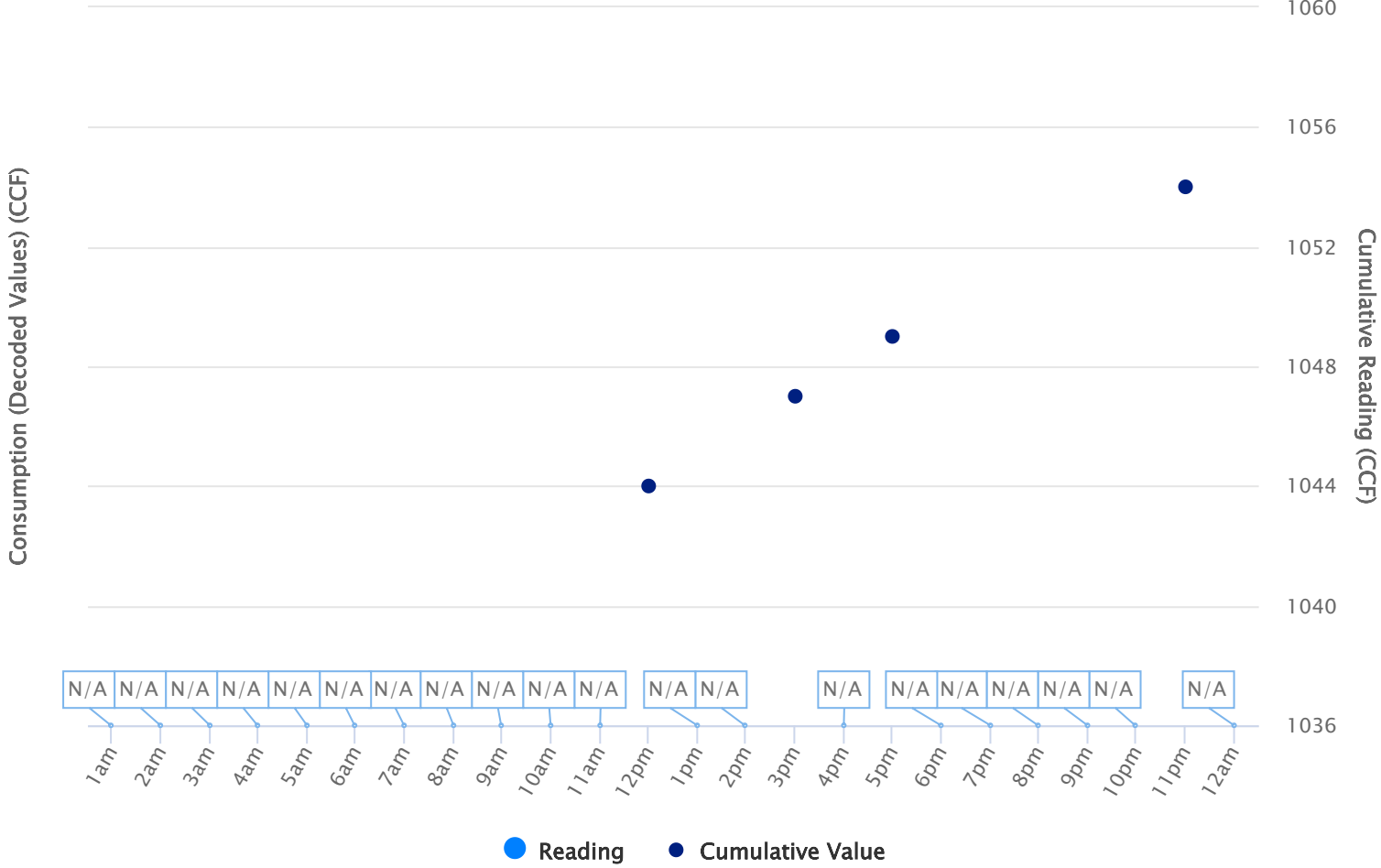


Consumption (Decoded Values) (CCF)

Cumulative Reading (CCF)



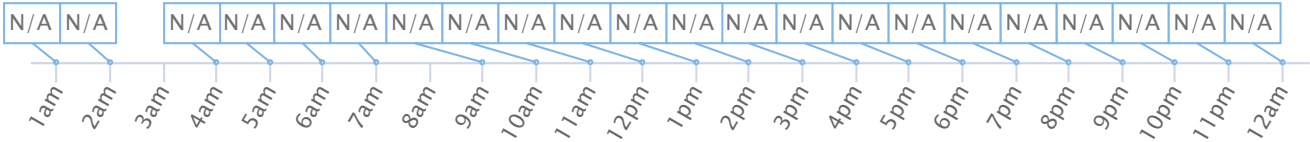
● Reading ● Cumulative Value



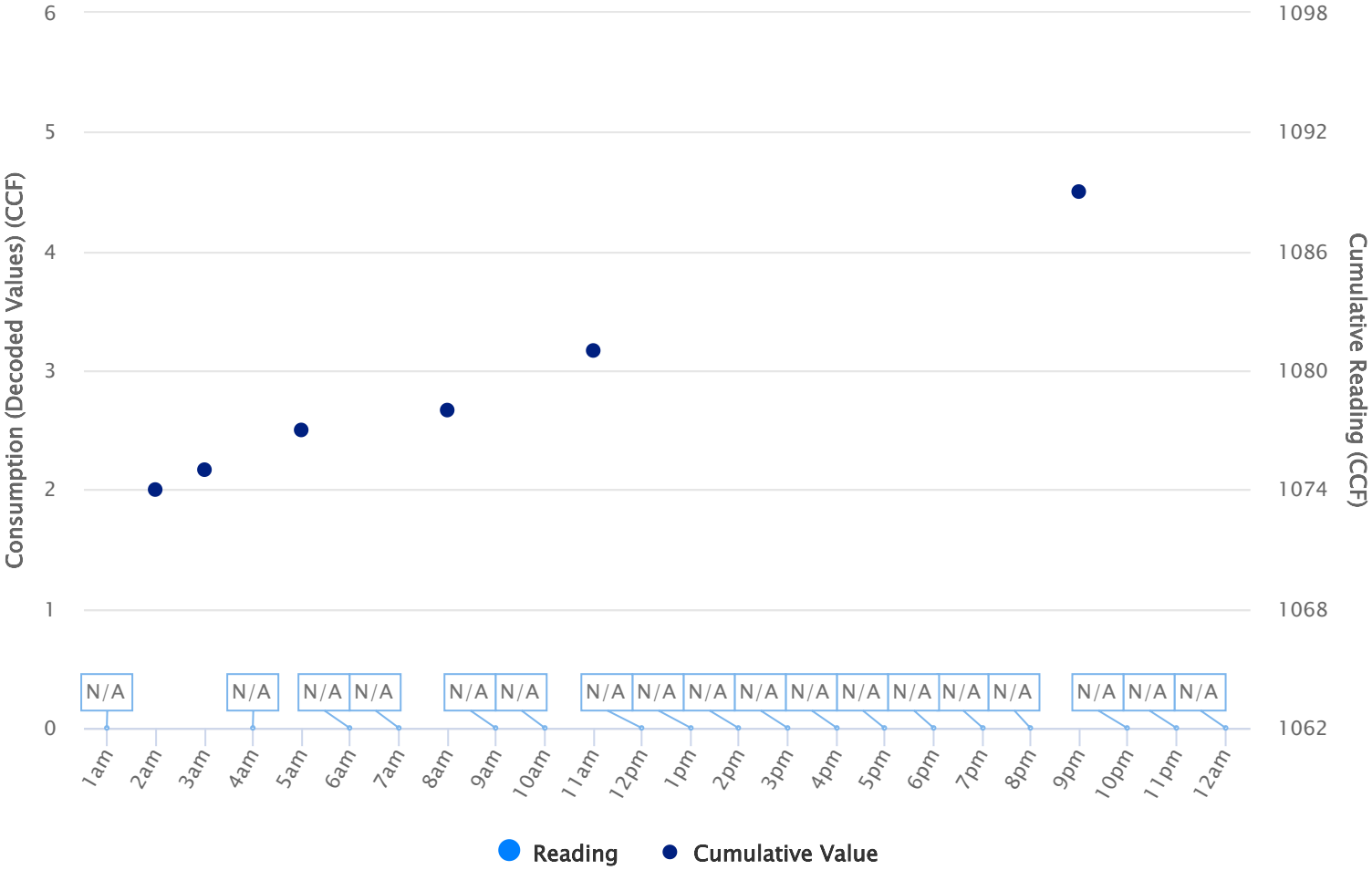


Consumption (Decoded Values) (CCF)

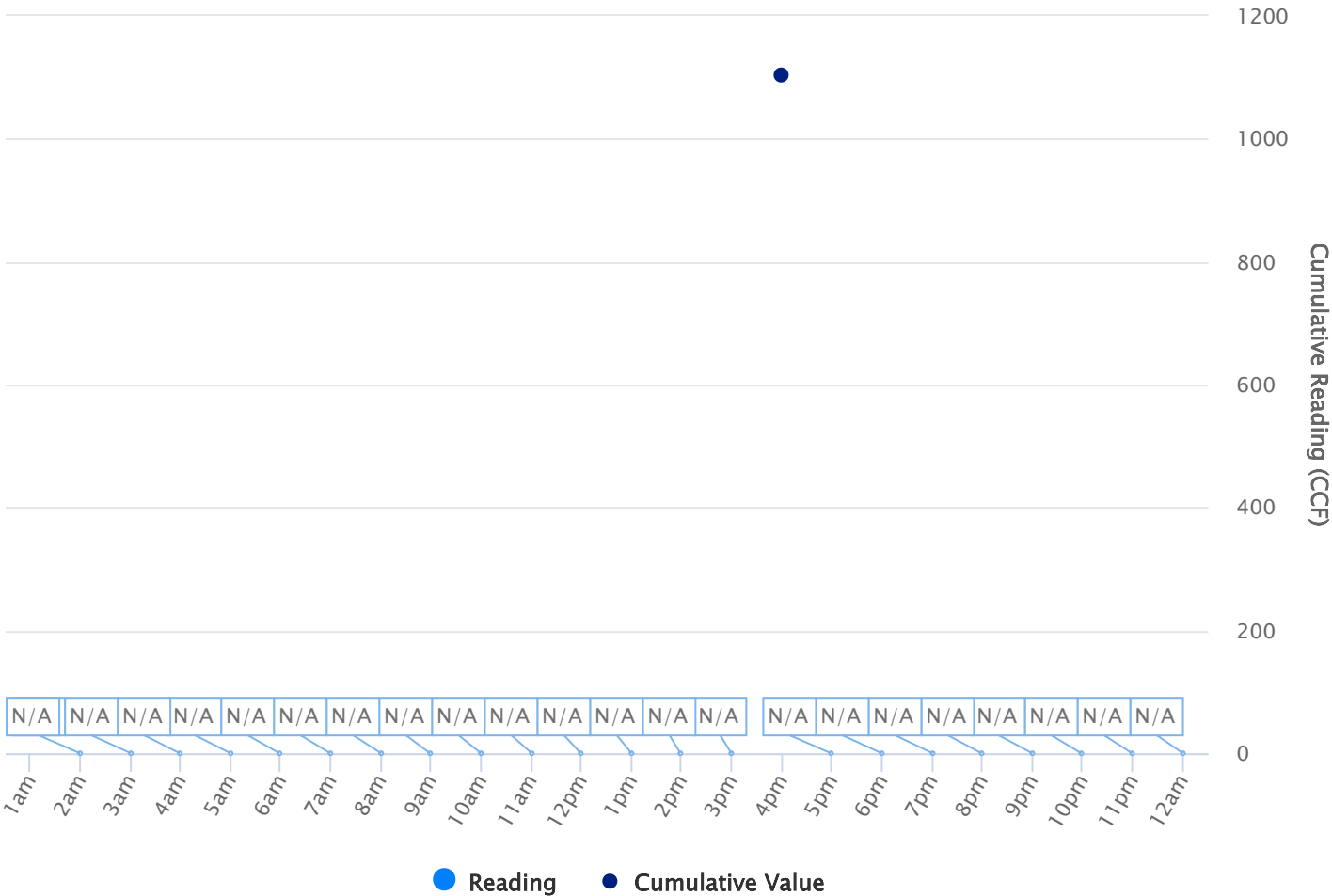
Cumulative Reading (CCF)



● Reading ● Cumulative Value

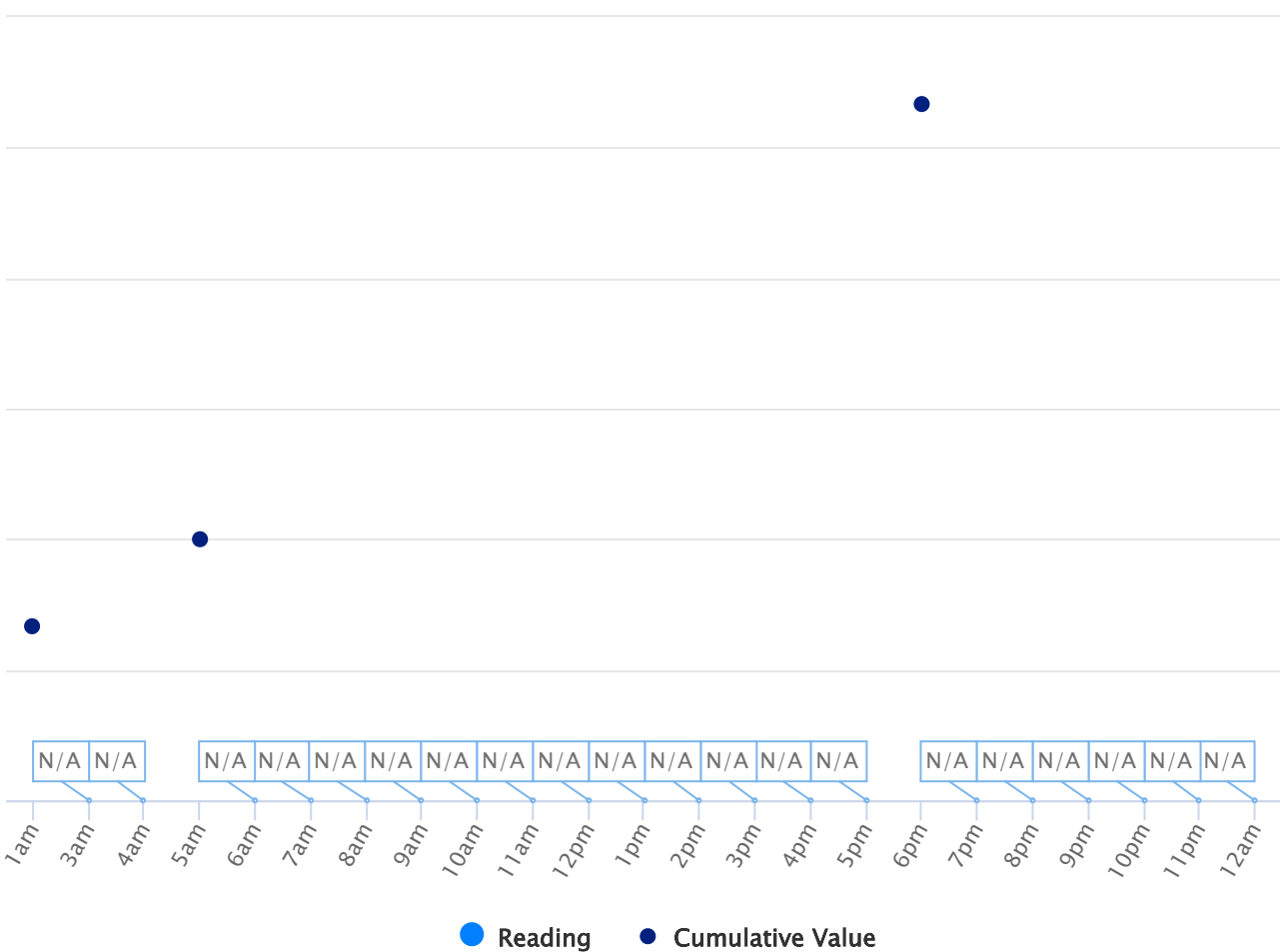


Consumption (Decoded Values) (CCF)

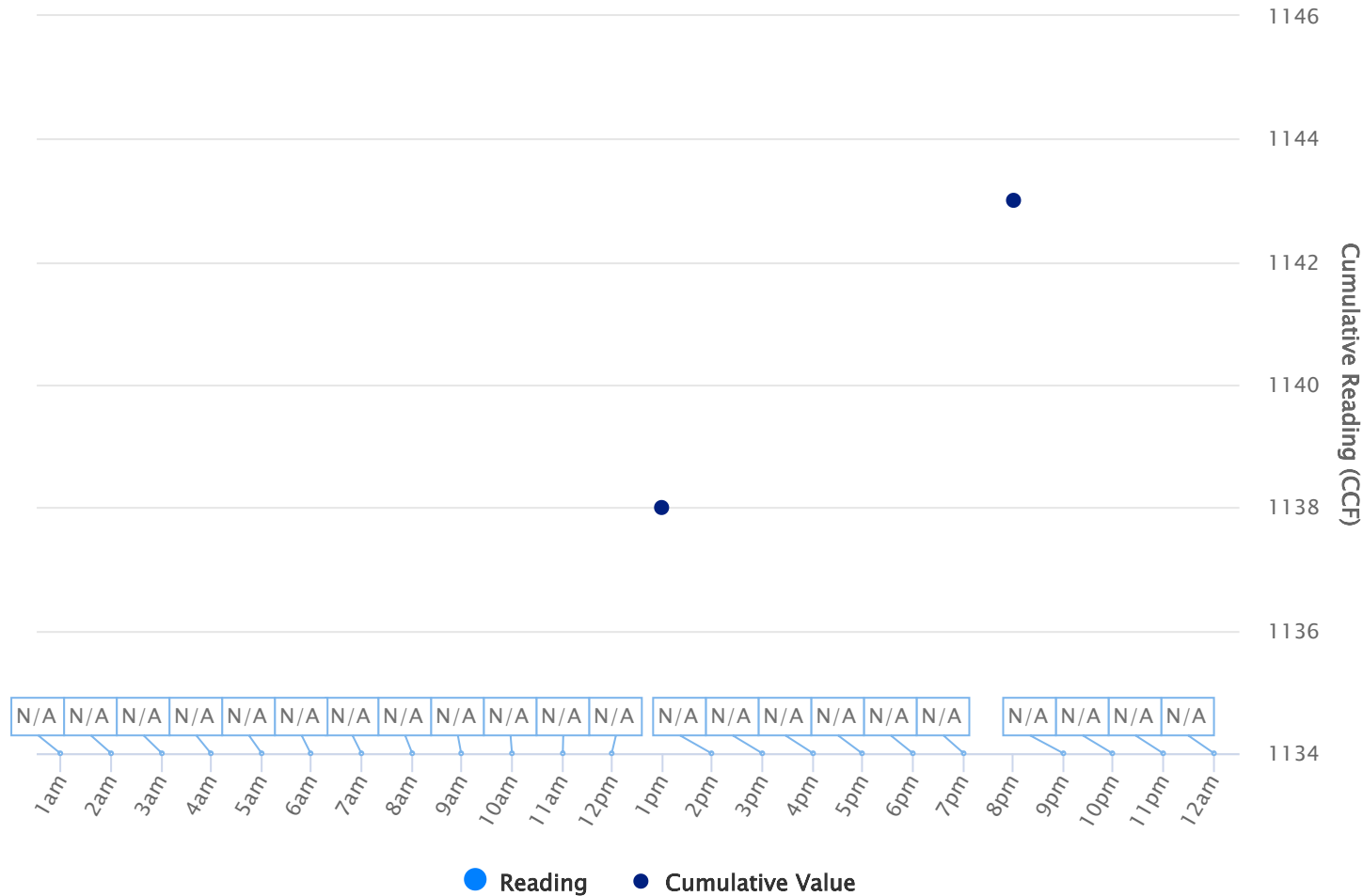


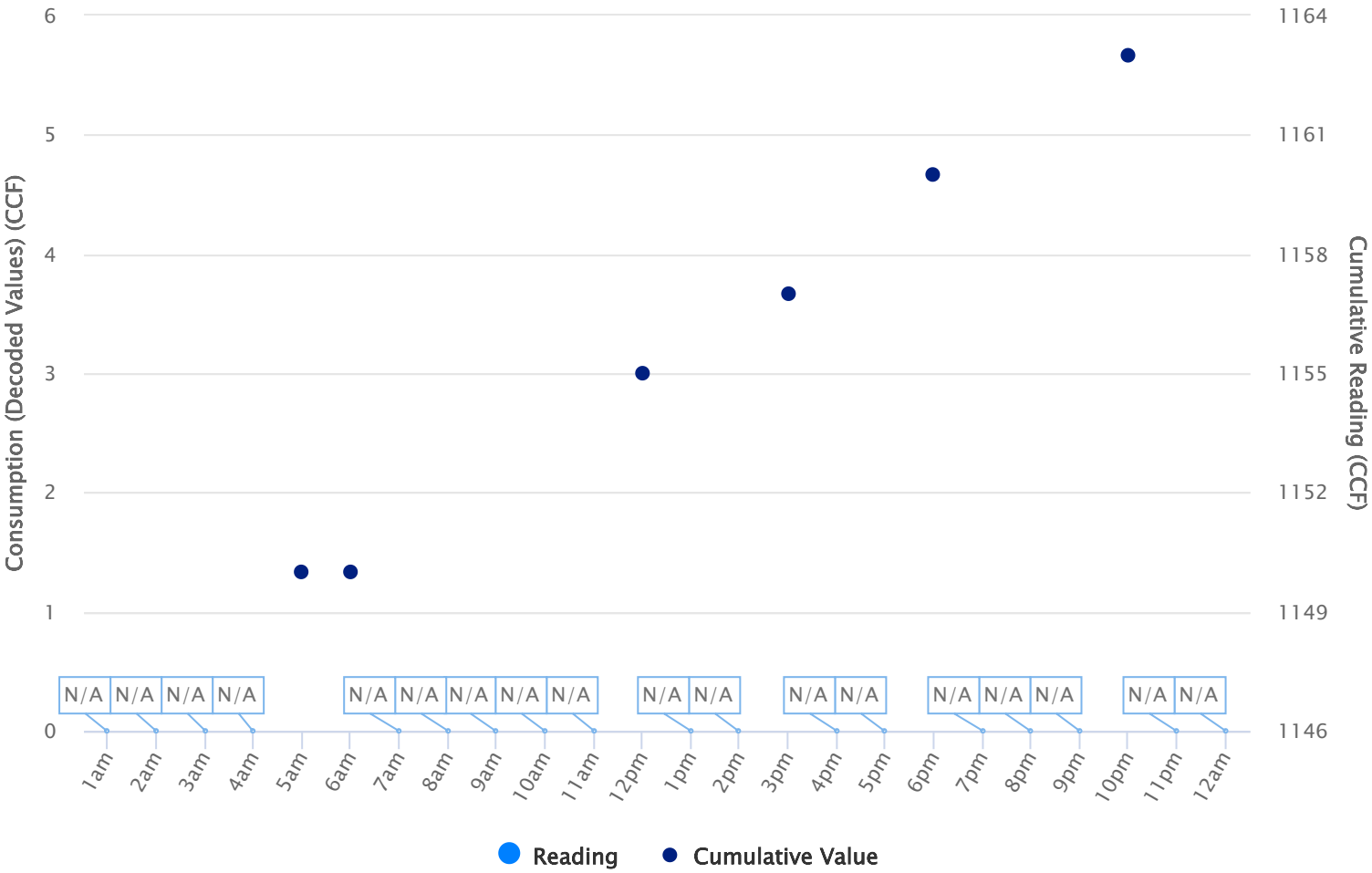
Consumption (Decoded Values) (CCF)

Cumulative Reading (CCF)

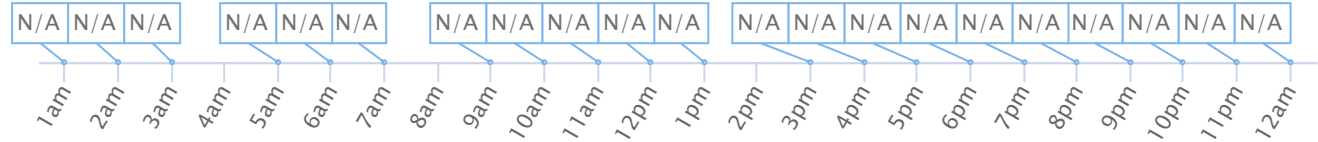


Consumption (Decoded Values) (CCF)





Consumption (Decoded Values) (CCF)



● Reading ● Cumulative Value

Cumulative Reading (CCF)



# *City of Napoleon, Ohio*

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Telephone: (419) 592-4010 Fax: (419) 599-8393  
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## *Memorandum*

**To:** Municipal Properties, Buildings, Land Use, and  
Economic Development Committee  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Marrisa Flogaus, Acting Clerk  
**Date:** May 9, 2025  
**Subject:** Municipal Properties, Buildings, Land Use, and  
Economic Development Committee-Cancelation

The regularly scheduled meeting of the Municipal Properties, Buildings, Land Use, and Economic Development Committee for Monday, May 12, 2025, at 7:30 pm has been **CANCELED** due to lack of agenda items.



*City of Napoleon, Ohio*


## **PRIVACY COMMITTEE**

### **SPECIAL MEETING AGENDA**

**Tuesday, May 13, 2025 at 8:15 am**

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes – November 12, 2024. (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Review Policies/Procedures for Identity Theft Protection
- 3) Report from Staff
- 4) Adjournment.



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Marris Flogaus, Acting Clerk





# *City of Napoleon, Ohio*

*255 West Riverview Avenue, P.O. Box 151  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393  
www.napoleonohio.com*

## *Memorandum*

**To:** Board of Zoning Appeals  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Marrisa Flogaus, Acting Clerk  
**Date:** May 9, 2025  
**Subject:** Board of Zoning Appeals-Cancelation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, May 13, 2025, at 4:30 pm has been **CANCELED** due to lack of agenda items.



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## *Memorandum*

**To:** Planning Commission  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Marrisa Flogaus, Acting Clerk  
**Date:** May 9, 2025  
**Subject:** Planning Commission-Cancelation

The regularly scheduled meeting of the Planning Commission for Tuesday, May 13, 2025, at 5:00 pm has been **CANCELED** due to lack of agenda items.