



City of Groveport

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Groveport, OH 43125
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Master

File Number: Ord. 2025-003

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Notes:

Attachments: Ord. 2025-003 Exhibit A.pdf

Sponsors: Cleary

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	02/10/2025	referred	Committee of the Whole			
1	Committee of the Whole	02/17/2025	recommend approval	City Council			Pass
1	City Council	02/24/2025	read by title				
1	City Council	03/10/2025	adopt				Pass

Text of Legislative File Ord. 2025-003

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, CHAPTER 143, EMPLOYEES GENERALLY OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT, OHIO

WHEREAS, it is necessary to amend Chapter 143 of the Groveport Codified Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVEPORT, FRANKLIN COUNTY, OHIO, A MAJORITY OF ITS MEMBERS CONCURRING:

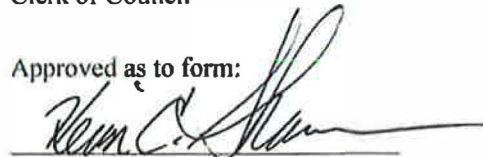
Section 1: That Part One - Administrative Code, Chapter 143, Employees Generally of the Codified Ordinances of the City of Groveport be amended, according to the attached Exhibit "A" which is incorporated herein.

Section 2: Inconsistent Motions Repealed: That all previous Ordinances, Resolutions, motions, or parts of Ordinances, Resolutions, or motions, for the City of Groveport, in conflict herewith are hereby repealed.

Section 3: That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.


Lance Westcamp, Mayor


Mindy Kay
Clerk of Council

Approved as to form:

Kevin C. Shannon, Law Director

CHAPTER 143

Employees Generally

EDITOR'S NOTE: Pursuant to Ordinance 11-018, passed May 9, 2011, the City has adopted the City of Groveport Policy and Procedure Manual amended by Ordinance 19-006. Copies are on file with the Clerk of Council.

- 143.01 Sick leave.**
- 143.02 Vacation leave.**
- 143.03 Military leave.**
- 143.04 Court leave.**
- 143.05 Holidays.**
- 143.06 Bi-weekly pay period.**
- 143.07 Office employees work hours.**
- 143.08 Funeral leave.**
- 143.09 Standard work week; overtime.**
- 143.10 Tuition reimbursement.**
- 143.11 Full-time employee defined; benefits.**
- 143.12 Precinct election official leave.**
- 143.13 Longevity pay full-time.**
- 143.14 Life insurance.**
- 143.15 Leave Donation Program.**
- 143.16 Health insurance.**
- 143.17 Wellness Program.**
- 143.18 Golf as a fringe benefit.**
- 143.19 Compensation for private golf instruction.**
- 143.20 Compensation for swim instructors.**
- 143.21 Personnel Board of Review.**
- 143.22 Retirement and re-appointment to same position.**

CROSS REFERENCES

Worker's compensation - see Ohio Const., Art. II, Sec.35; Ohio R.C. Ch. 4123
Wages and hours on public works - see Ohio Const., Art. II, Sec. 37; Ohio R.C. Ch. 4115
Deductions for dues and savings - see Ohio R.C. 9.41, 9.43
Vacation credit - see Ohio R.C. Ch. 102
Public Employees Retirement System - see Ohio R.C. Ch. 145
Strikes by public employees - see Ohio R.C. Ch. 4117
Conflict of interest, ethics - see CHTR. §11.02

143.01 SICK LEAVE.

(a) All full-time employees shall be entitled to sick leave of one and one-half days per month, up to eighteen days per year. Employees may elect at the time of retirement from active service and with ten or more years of service with the Municipality of Groveport, to be paid in cash for one-fourth the value of accrued but unused sick leave credit. The payment shall be based upon the employee's rate of pay at the time of retirement and eliminates all sick leave accrued, but unused by the employee at the time payment is made.

(b) Sick leave shall normally be charged in one-fourth (1/4) hour increments. An employee shall be charged for sick leave only for days upon which he would otherwise have been scheduled to work. Sick leave payment shall not exceed the normal scheduled work day or work week earnings.

In cases of an extended illness, sick leave accrued must be used on a continuing basis until exhausted and not a day or two each period. No authorized leave without pay shall be approved until all sick leave is exhausted.

(c) Sick leave shall be granted upon approval of the responsible manager for the following reasons:

- (1) Illness or injury of the employee. The exact nature of the illness or injury shall be explained by the employee.
- (2) Illness or injury of a member of the employee's immediate family.

When sick leave is requested to care for members of the immediate family, the manager may require a physician's certificate to the effect that the presence of the employee is necessary to care for the ill member.

- (3) Medical, dental or optical examination or treatment of an employee or a member of his/her immediate family, stating relationship if a member of the immediate family.
- (4) If a member of the immediate family is afflicted with a contagious disease and requires the care and attendance of the employee, or when through exposure to a contagious disease, the presence on the job would jeopardize the health of others, sick leave may be used.
- (5) Pre-induction medical examination required by the Armed Forces.
- (6) Pregnancy and/or childbirth and other conditions related thereto. This benefit is limited to employee and spouse or significant other.
- (d) Immediate Family. For purposes of this policy, "immediate family" is defined as the employee's: spouse, child (including step-child or legal ward), parent, step-parent, mother-in-law, or father-in-law, brother, sister, grandparent, grandchild, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent-in-law, legal guardian or a person who stands in place of a parent of the employee or employee's spouse.
- (e) An employee who transfers from one public agency to another, or who is reappointed or reinstated, shall be credited with the unused balance of accumulated sick leave, provided that the time between separation and reappointment does not exceed ten years.
 - (1) "Public agency" includes the State, counties, municipalities and all Boards of Education within the State.
 - (2) The employee shall be informed that sick leave absence cannot be charged against restorable sick leave credit until the claim has been authenticated by the former employer and certified by Human Resources.
- (f) Sick Leave Incentive:
 - (1) Twenty-five percent (25%) of unused sick leave may be converted to personal time after 480 hours have accrued to a maximum of four (4) additional personal days per year.
 - (2) This benefit should not allow the employee's sick leave accrual to drop below 480 hours.
 - (3) This benefit is eligible to those employees who achieve ten years of service with the Municipality of Groveport.
- (g) Any employee who has medical documentation for a sick leave absence will be excused for said absence. There will be an allowance of three (3) unexcused sick leave absences per calendar year. An unexcused sick leave absence occurs when there is no medical documentation as required by the policy. Any unexcused sick leave taken after the third unexcused absence will be counted as an occurrence. ~~An occurrence is one work-day full or partial work day absent from work. More than three (3) occurrences will result in the employee's inability to receive the additional .5 rating on their performance evaluation in meeting the Municipality Goals and Objectives.~~
- (h) Disciplinary Actions: More than three (3) unexcused occurrences will result in the appropriate corrective action in accordance with Section 8 of the Code of Personnel Practices and Procedures, Group I Offenses. The fourth unexcused occurrence will result in a verbal reprimand, the fifth unexcused occurrence will result in a written reprimand, the sixth unexcused occurrence will result in a working suspension of one (1) to three (3) days; or a one (1) to three (3) days suspension without pay, a seventh unexcused occurrence will result in a ten (10) day suspension without pay; and, an eighth unexcused occurrence will result in removal from municipal employment.
- (i) Employee Notification: When an employee is unable to report to work due to illness or other acceptable sick leave reason, the employee shall notify his/her supervisor as instructed by the Personnel Director or designee. An employee must continue such notification each succeeding day of absence except in cases of prolonged illness or absence where the employee has been granted a set period of leave. Failure of an employee to make proper notification may result in denial of sick leave and/or appropriate disciplinary action.
- (j) Sick Leave Abuse: Application by an employee for sick leave through fraud or dishonesty will result in denial of such leave together with disciplinary action up to and including dismissal. Patterns of sick leave usage immediately prior or subsequent to holidays, vacation, days off and/or weekends or excessive sick leave usage may result in sick leave denial and appropriate disciplinary action. The City reserves the right to investigate allegations of sick leave abuse. The City reserves the right to question employees concerning their sick leave use. Whenever an employee is on sick leave he/she must be at home during his/her scheduled work hours or obtaining treatment or medication.

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143.02 VACATION LEAVE.

(a) Vacations. Full-time Municipality employees shall be entitled to vacation as follows:

<u>Length of Service</u>	<u>Hours</u>
(1) after completion of 1 year of service	80 hours
(2) after completion of 5 years of service	120 hours
(3) after completion of 10 years of service	160 hours
(4) after completion of 15 years of service	184 hours
(5) after 21+ years of service	200 hours

(b) For the purpose of determining how many years of service an employee has, public service is defined as employment or service as an elected official or as an officer with any of the following and shall be counted as qualifying service:

- (1) State departments, bureaus, boards and commissions.
- (2) State supported universities, community colleges and technical institutions as academic or nonacademic personnel.
- (3) Boards of county commissioners or other county officer's departments, including county homes, county hospitals and county welfare departments.
- (4) Cities, villages and townships.
- (5) School districts.
- (6) Health districts.
- (7) Public libraries.
- (8) Special purpose districts established pursuant to the law, such as conservancy and park districts.
- (9) Special authorities established pursuant to State law; for example, housing transportation, port and airport authorities.

(10) Retirement Systems, Bridge Commission, Ohio Turnpike Commission and Ohio Historical Society.

(11) Ohio National Guard (Air and Army).

(NOTE: Time purchased in military service, Federal Government or other states does not count towards longevity or vacation credit.)

(c) Prior service credit shall be reported and documented in Human Resources and documentation shall be housed in the employee's personnel file upon verification to ensure proper credit. Each calendar day of employment is service credit.

- (1) The initial annual vacation allowance is contingent on the amount of accumulated qualifying service. Time spent in military service is counted provided the person in question was a City employee for at least ninety days before entering military service. Time spent on authorized leave of absence is counted. Part-time service is counted for longevity purposes, but an employee must be working on a full-time basis to actually earn vacation credit. (Ord. 19-008. Passed 3-25-19.)

143.03 MILITARY LEAVE.

The Municipality will comply with all applicable federal and state laws regarding Military Leave. (Ord. 19-008. Passed 3-25-19.)

143.04 COURT LEAVE.

(a) Court leave shall be granted with full pay when an employee is subpoenaed for court or summoned for jury duty by the United States, the State of Ohio or a political subdivision. Upon completion of such service, the employee must furnish a Certificate to Employer from the court showing dates served and amount of compensation paid.

- (1) Employees will honor any subpoena issued to them, including those for worker's compensation, unemployment compensation and Board of Review hearings.

- (2) It is not considered proper to pay employees when appearing in court for criminal or civil cases, when the case is being heard in connection with the employee's personal matters, such as traffic court, divorce proceedings, custody, appearing as directed with juvenile, etc. These absences would be considered leave without pay or some other form of accrued time off (except sick leave).

(b) All records pertaining to court leave shall become a part of the employee's personnel file. (Ord. 19-008. Passed 3-25-19.)

143.05 HOLIDAYS.

(a) The following days shall be holidays:

- (1) The first day of January, known as New Year's Day;
- (2) The third Monday in January, known as Martin Luther King Day;
- (3) The last Monday in May, known as Memorial Day;
- (4) The nineteenth day of June, known as Juneteenth;
- (5) The fourth day of July, known as Independence Day;
- (6) The first Monday in September, known as Labor Day;
- (7) The eleventh day of November, known as Veteran's day;
- (8) The fourth Thursday in November, known as Thanksgiving Day;
- (9) The day after Thanksgiving;
- (10) Christmas Eve;
- (11) The twenty-fifth day of December, known as Christmas Day;
- (12) A personal day on the day of the employee's choice;
- (13) Any other subsequent holiday recognized and/or established by the Federal or State government;

(b) Should a holiday fall on Sunday, it will be observed by the Municipal employees on Monday. Should a holiday fall on Saturday, it will be observed by the Municipal employees on Friday. All full-time, non-exempt employees required to work on legal holidays will receive their holiday pay plus time at one and one-half times their hourly rate for all hours worked on said holiday.

(c) A part-time employee shall be given holiday pay for the portion of the observed holiday which the employee would normally have been scheduled to work or if the employee worked the observed holiday.

(Ord. 2022-050. Passed 1-23-23.)

143.06 BIWEEKLY PAY PERIOD.

The pay period for all employees of the Municipality is hereby set on a bi-weekly basis.

(Ord. 19-008. Passed 3-25-19.)

143.07 OFFICE EMPLOYEES WORK HOURS.

The Administrator shall set the office hours of each department, excluding the Department of Law, Police Department, and the Clerk of the Mayor's Court (which shall be set by the Mayor), depending upon the service needs of the Municipality.

(Ord. 19-008. Passed 3-25-19.)

143.08 FUNERAL LEAVE.

All employees shall be entitled to three days paid leave in the event of a death in the immediate family of the employee.

(Ord. 19-008. Passed 3-25-19.)

143.09 STANDARD WORK WEEK; OVERTIME.

(a) Excluding non-exempt, sworn police personnel, forty hours per week shall be the standard work week for non-exempt employees of the Municipality. When any employee is required by an authorized person to work more than forty hours in any week, he/she shall be compensated for such time over forty hours at one and one-half times his/her regular rate of pay.

(b) Sick leave, holidays and vacation time are to be considered as time worked when calculating overtime pay.

(c) The standard work week and overtime policies for all non-exempt, sworn police personnel shall be governed by Section 129.02 of the administrative code (unless provided otherwise in a Collective Bargaining Agreement)

(Ord. 19-008. Passed 3-25-19.)

143.10 TUITION REIMBURSEMENT.

(a) Employees must obtain approval from their Department Head and Administrator prior to any expenses being incurred.

(b) Employee is eligible for reimbursement of tuition, lab fees, and course fees at one hundred percent (100%) of the cost of job-related courses or courses required toward a job-related degree.

(c) No reimbursement for application fees, books, supplies, transportation, or any other expense related to any course.

(d) Any financial assistance from any governmental or private agency available to an employee, whether or not applied for and regardless of when such assistance may have been received, shall be deducted in the entire amount from the full tuition reimbursement the employee is eligible for with this Tuition Reimbursement Benefit. When an employee's tuition is fully covered by another governmental or private agency, the employee is not entitled to any reimbursement from the Municipality.

(e) Reimbursement for tuition shall be made upon satisfactory completion of approved course with a grade of "C" or better.

(f) Benefit shall be provided only for full-time employees in active pay status including active, vacation, sick and personal leave, but excluding disability leave, workers' compensation leave, occupational injury leave, administrative leave, or any other leave of absence.

(g) Benefit effective immediately upon full-time employment.

(h) Three thousand dollars (\$3,000) shall be the maximum reimbursement per calendar year from an accredited organization listed by the North Central Association of Colleges and Schools, The Higher Learning Commission (NCA-HLC). The website is: www.ncahlc.org. (Ord. 19-008. Passed 3-25-19.)

143.11 FULL-TIME EMPLOYEE DEFINED; BENEFITS.

(a) A full-time employee is hereby defined as a person who works thirty (30) or more hours per week on an average basis over a period of three successive calendar months.

(b) Full-time employees are entitled to all the fringe benefits of the Municipality, including vacation and sick pay as earned on an hourly basis.

(Ord. 19-008. Passed 3-25-19.)

143.12 PRECINCT ELECTION OFFICIAL LEAVE.

Any employee who has been appointed to serve as a precinct election official pursuant to Section 3501.22 of the Ohio Revised Code may use accrued paid leave time, excluding sick leave, or may take unpaid leave to serve as a judge of elections on the day of an election.

(Ord. 19-008. Passed 3-25-19.)

143.13 LONGEVITY PAY FULL-TIME.

(a) Employees shall receive longevity pay of seven hundred dollars (\$700.00) at the end of nine years of service with the Municipality.

(b) The longevity pay shall increase by twenty-five dollars (\$25.00) per year beginning at the end of ten years until it reaches a maximum of one thousand two hundred fifty dollars (\$1,250).

(c) Benefit to be paid annually and included in the employee's second (2nd) paycheck in November. (Ord. 19-008. Passed 3-25-19.)

143.14 LIFE INSURANCE.

At no cost to the employees, all full-time employees shall receive life insurance at one times their salary. (Ord. 19-008. Passed 3-25-19.)

143.15 LEAVE DONATION PROGRAM.

(a) Purpose. The intent of the leave donation policy is to allow employees of Municipality of Groveport to voluntarily provide assistance to their co-workers (other employees of the Municipality) who are in critical need of leave due to an extended illness or injury of the employee, and/or member of the employee's immediate family as defined in Section 143.01 (d) above

(b) Definitions. For the purpose of this policy the following shall apply:

- (1) Recipient. The employee in need of and approved to receive donated leave.
- (2) Donor. The employee volunteering to donate leave.
- (3) Serious health condition. An illness, injury, impairment, or physical/mental condition that involves a period of incapacity or treatment that requires absence from employment and involves care by a health care provider. Serious health condition also includes continuing treatment of chronic or long-termed incurable conditions and prenatal care.

(c) Policy. Employees of the Municipality may donate sick leave to a fellow employee who is otherwise eligible to accrue and use paid leave. The intent of the leave donation program is to allow employees to voluntarily provide assistance to their co-workers who are in critical need of leave due to an extended serious health condition of the employee, and/or member of the employee's immediate family as defined in Section 143.01 (d) above

(d) Hours Donated. Any hours donated shall be at a rate of pay equal to that of the donor.

(e) Receiving Leave. Any hours received shall be at a rate of pay equal to that of the recipient. An employee may receive donated leave up to the number of hours the employee is normally scheduled to work each pay period (the equivalent of the employee's normal biweekly earnings), if the employee to receive donated leave has a serious health condition and the employee:

- (1) Has no accrued paid leave, or an insufficient amount of paid leave; and
- (2) Has completed his or her new hire probationary period; and
- (3) Has already applied for any paid leave, Workers' Compensation, or other benefits program for which the employee is eligible; and
- (4) Has not been disciplined for the improper use of sick leave during the past twelve (12) month period; and
- (5) Has provided acceptable written verification that a serious health condition exists; and
- (6) Agrees to accept the leave under the terms of this policy and completes an "Application to Receive Donated Leave" form.

(f) Donating Leave. A donor may donate leave if he or she:

- (1) Voluntarily elects to donate leave and does so with the understanding that donated leave will not be returned; and
- (2) Donates a minimum of eight (8) hours; and
- (3) Donates up to a maximum of forty (40) hours; and
- (4) Carries a balance of at least 240 hours of accrued sick leave after the donation; and
- (5) Completes an "Application to Donate Leave" form.

(g) Administration. The leave donation program shall be administered on a pay period to pay period basis. The Employer shall review the Application to Receive Donated Leave and the Application to Donate Leave to assure compliance with subsections (e) and (f) of this policy. Donations of leave will be recorded in the order of their submission, and will not be considered actually donated nor be deducted from the donor's balance or credited to the recipient's balance until the pay period such leave is actually used. Employees using donated leave shall be considered in active pay status and shall accrue leave and be entitled to any benefits to which they would otherwise be entitled. Vacation, Compensatory time and sick leave accrued by an employee while using donated leave shall be used, if necessary, in the following pay period before additional donated leave may be received. Donated leave shall never be converted into a cash benefit. The Employer shall maintain records that are necessary for the administration of this program. The Employer reserves the right to decide all questions or issues related to the donation program. The Employer also reserves the right to discontinue the program at any time.

(h) Certification. Employees who wish to donate leave shall certify:

- (1) The name of the employee for whom the donated leave is intended; and
- (2) The number of hours to be donated; and
- (3) That the leave is donated voluntarily and the employee understands that it will not be returned.

(i) Confidentiality. The Municipality shall ensure that no employees are forced to donate leave. The Municipality shall respect an employee's right to privacy; however, the Employer may, with the permission of the employee who is in need of leave, inform employees of their co-worker's critical need for leave donations from employees. The donation of leave shall occur on a strictly confidential and voluntary basis.

(j) Applications. An employee wishing to donate or receive donated leave should request the appropriate application from the Administrator or designee.

(Ord. 19-008. Passed 3-25-19.)

143.16 HEALTH INSURANCE.

- (a) Eligibility. All regular full-time employees are eligible for the Municipality's group health insurance.
 - (b) Coverage. Employees shall pay for a portion of their group health insurance coverage as determined by Council.
- (Ord. 19-008. Passed 3-25-19.)

143.17 WELLNESS PROGRAM.

In an effort to encourage health awareness in its employees as well as physical fitness, which will in turn promote a healthier work force, and potentially reduce absences due to illness, the Municipality of Groveport hereby establishes a Wellness Program. Accordingly, all employees are eligible to receive a free Recreation Center membership.

(Ord. 19-008. Passed 3-25-19.)

143.18 GOLF AS A FRINGE BENEFIT.

- (a) In an effort to address employee recruitment and retention issues in the Department of Golf and assist golf course personnel in evaluating and assessing the overall condition of the Municipality's golf course, free golf is hereby established as a fringe benefit for all full-time, part-time, and seasonal employees in the Department of Golf.
- (b) Golf Department employees may play golf without charge on a "Space Available Basis". Space Available Basis is defined as the availability of consecutive tee times and/or available practice stations on the golf range. If the tee time before and after the time the employee seeks to play is filled and/or there is limited space available on the golf range, the employee must wait until there are consecutive tee times available, and/or multiple practice stations are available on the golf range. Under no circumstances is an employee permitted to schedule a tee time or reserve a practice station on the golf range when exercising this privilege. Golf Department employees may exercise this privilege on the following days and times:
 - (1) Monday through Friday on a Space Available Basis
 - (2) After 3 p.m. on Saturday, Sunday and Holidays on a Space Available Basis
- (c) Full-time employees may play anytime within the above-stated guidelines. Seasonal and part-time employees may play anytime within the stated parameters provided they are scheduled during the week they are seeking to play.
- (d) Patrons of the Links at Groveport shall always have priority and will bump any employee seeking to play free golf under these provisions. Any employee playing outside the above-established guidelines shall be charged resident rates. All golf must be played outside of scheduled work times.
- (e) All employee golf is to be reported, documented and tracked as it occurs. Department of Golf employee golf activity shall be reported to the Director of Golf.
- (f) Employees shall abide by all golf course rules, policies and generally accepted golf etiquette.
- (g) Failure to conform to the foregoing employee golf program stipulations can result in loss of privileges or disciplinary action. All participating employees shall be advised that while free golf is available as a fringe benefit pursuant to this Section, it is nevertheless a privilege, and not a right. (Ord. 19-008. Passed 3-25-19.)

143.19 COMPENSATION FOR PRIVATE GOLF INSTRUCTION.

- (a) The Director of Golf and Assistant Golf Professionals may receive compensation for private golf instruction as independent contractors.
- (b) The Director of Golf and Assistant Golf Professionals shall receive seventy-five percent (75%) of the paid fees for instruction. The Municipality of Groveport shall receive twenty-five percent (25%) of the paid fees to cover all administrative fees, maintenance of the practice range, and use of golf balls.
- (c) The Director of Golf and Assistant Golf Professionals shall conduct private golf lessons at times which do not conflict with their scheduled work hours, and must further demonstrate that they are working sufficient hours to fully perform their duties as Director of Golf and Assistant Golf Professionals respectively before accepting private students for lessons.
- (d) Failure to comply with the foregoing provisions of this section may result in disciplinary action including termination, and may also constitute a violation of the Ohio Ethics Laws. (Ord. 19-008. Passed 3-25-19.)

143.20 COMPENSATION FOR SWIM INSTRUCTORS.

- (a) Full-time Recreation Department Staff (who have appropriate swim instruction certification) may receive compensation for providing private/semi-private and group swim instruction as independent contractors.
- (b) Staff shall receive the approved rate of pay for instruction per contract.
- (c) Staff shall conduct swim instruction at times which do not conflict with their scheduled work hours. Staff must work sufficient hours to fully perform their normal full-time duties. All normal full-time work and swim instruction work will be documented in notes area of timesheet. Documentation of Swim instruction contractor work on timesheet will only be used for verification purposes.
- (d) Failure to comply with the foregoing provisions of this section may result in disciplinary action including termination, and may also constitute a violation of the Ohio Ethics Laws. (Ord. 19-008. Passed 3-25-19.)

143.21 PERSONNEL BOARD OF REVIEW.

In addition to those set forth in Section 8.01(C)(2), of the Groveport Charter, the Personnel Board of Review shall

have the following powers and duties:

- (a) Hear appeals from administrative determinations made pursuant to the Code of Personnel Practices and Procedures, as may be authorized by the Code. For example, to hear appeals of employees in the classified service from final decisions of appointing authorities relative to a reduction in pay or position, job abolishment, layoff, suspension, discharge, reclassification or reassignment. The Board may affirm, disaffirm or modify the decision of the appointing authorities. Such decision of the Board is appealable through the court system pursuant to applicable law.
- (b) Exercise the powers and duties as may be given to the board by ordinance or resolution of Council.
- (c) To prescribe, amend and enforce rules consistent with the Charter of Groveport, Ohio, and ordinances of Council for the purpose effecting appointments and promotions in the classified service according to merit and fitness, for removals, transfers, layoffs, suspensions, reductions or reinstatements, therein.
- (d) To review and approve eligibility lists once they have been created and prior to the selection of the candidate for the classified position.
- (e) To, at the Board's discretion, terminate any eligibility list that has been in effect for more than six (6) months, or as requested by the appointing authority.
- (f) To subpoena and require the attendance and testimony of witnesses and the production of books, papers, public records and/or other documentary evidence pertinent to any matter which the Board has the authority to investigate regarding the enforcement of civil service and the enforcement of these Rules. (Ord. 19-008. Passed 3-25-19.)

143.22 RETIREMENT AND RE-APPOINTMENT TO SAME POSITION.

Upon approval of the Mayor for all full-time police positions, the Administrator, Law Director and Finance Director, and approval of the Administrator for all other full-time City employees, a full-time employee may be re-appointed to his/her position, eligible for all fringe benefits offered by the City, after retirement therefrom, upon the following conditions:

- (a) Exemplary performance in current position as documented in annual employee reviews.
- (b) Upon retirement and prior to re-appointment, there shall be no vacation or sick leave payout to the employee; however, accrual balances at the time of retirement shall be carried over upon re-appointment.
- (c) Any Personal days utilized in the same calendar year that the employee retires shall be forfeited if the employee is re-appointed in said calendar year.
- (d) With respect to wages, upon re-appointment, the employee shall maintain the same annual wage earned at the time of retirement and is still capable of advancement pursuant to the City's merit evaluation system. Council's passage of this Section constitutes its approval of the employee's compensation above the midpoint range of the City's salary ordinance if applicable.
- (e) With respect to seniority, upon retirement, the employee forfeits all seniority attained and does not recover the same upon re-appointment in regards to shift bidding, vacation bidding, and/or bumping rights in the event of a layoff.
- (f) With respect to those fringe benefits related to retirement, the employee shall be entitled to those benefits that he or she is eligible to receive according to the Ohio Police and Fire Pension Fund and/or the Ohio Public Employees Retirement System.
- (g) Upon approval by the Mayor and/or Administrator for re-appointment, the employee shall formally acknowledge the foregoing conditions prior to the employee commencing employment.

(Ord. 19-008. Passed 3-25-19.)



City of Groveport

655 Blacklick St.
Groveport, OH 43125
614.830.2052
www.groveport.org

Master

File Number: Ord. 2025-005

File ID: Ord. 2025-005	Type: Ordinance	Status: Adopted
Version: 1		In Control: City Council
File Name: Amend Part One, Chapter 143, Paid Parental Leave		File Created: 02/17/2025
		Final Action: 03/24/2025

Notes:

Attachments: Ord. 2025-005 Exhibit A.pdf

Sponsors: Rupp

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	02/24/2025	amend				Pass
1	City Council	02/24/2025	referred	Committee of the Whole			
1	City Council	03/10/2025	read by title				
1	Committee of the Whole	03/17/2025	recommend approval	City Council			Pass
1	City Council	03/24/2025	adopt				Pass

Text of Legislative File Ord. 2025-005

AN ORDINANCE AMENDING PART ONE - ADMINISTRATIVE CODE, CHAPTER 143, EMPLOYEES GENERALLY OF THE CODIFIED ORDINANCES OF THE CITY OF GROVEPORT, OHIO

WHEREAS, it is necessary to amend Chapter 143 of the Groveport Codified Ordinances.

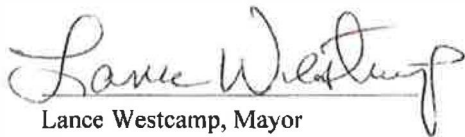
NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVEPORT, FRANKLIN COUNTY, OHIO, A MAJORITY OF ITS MEMBERS CONCURRING:

Section 1: That Part One - Administrative Code, Chapter 143, Employees Generally of the Codified Ordinances of the City of Groveport be amended, according to the attached Exhibit "A" which is incorporated herein.

Section 2: Inconsistent Motions Repealed: That all previous Ordinances, Resolutions, motions, or

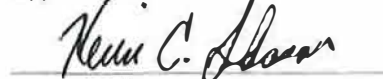
parts of Ordinances, Resolutions, or motions, for the City of Groveport, in conflict herewith are hereby repealed.

Section 3: That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.


Lance Westcamp, Mayor


Mindy Kay
Clerk of Council

Approved as to form:


Kevin C. Shannon, Law Director

pgs 58-59

143.23 PAID PARENTAL LEAVE.

- (a) Purpose/Objective. The City of Groveport will provide up to 8 weeks of paid parental leave, paid at 75% of the employee's regular hourly rate up to 40 hours per week, to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with the Family and Medical Leave Act (FMLA) leave, as applicable.
- (b) Eligibility. Eligible employees must meet the following criteria:
- (1) Have been employed with the City of Groveport for at least 12 months (the 12 months need to be consecutive)
 - (2) Have worked at least 2,080 hours during the 12 consecutive months immediately preceding the date the leave would begin.
 - (3) Be a full-time, regular employee (part-time, temporary employees and interns are not eligible for this benefit).
- (c) In addition, employees must meet one of the following criteria.
- (1) Have given birth to a child.
 - (2) Be a spouse or committed partner of a woman who has given birth to a child.
 - (3) Have adopted a child or been placed with a foster child (in either case, the child must be age 17 or younger). The adoption of a new spouse's child is excluded from this policy.
- (d) Amount, Time Frame and Duration of Paid Parental Leave.
- (1) Eligible employees will receive a maximum of 8 weeks of paid parental leave per birth, adoption or placement of a child/children. The fact that a multiple birth, adoption or placement occurs (e.g., the birth of twins or adoption of siblings) does not increase the 8-week total amount of paid parental leave granted for that event.
 - (2) Each week of paid parental leave is compensated at 75 percent of the employee's regular, hourly rate up to 40 hours per week. Paid parental leave will be paid on a biweekly basis on regularly scheduled pay dates.
 - (3) Employees must take paid parental leave in one continuous period of leave and must use all paid parental leave during the 8-week time frame indicated above. Any unused paid parental leave will be forfeited at the end of the 8-week time frame.
 - (4) Upon termination of the individual's employment at the City, he or she will not be paid for any unused paid parental leave for which he or she was eligible.
- (e) Coordination with Other Policies.
- (1) Paid parental leave taken under this policy will run concurrently with leave under the FMLA; thus, any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth or placement of a child due to adoption or foster care, the leave will be counted toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case will the total amount of leave—whether paid or unpaid—granted to the employee under the FMLA exceed 12 weeks during the 12-month FMLA period. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
 - (2) After the paid parental leave is exhausted, the balance of FMLA leave (if applicable) will be compensated through employee's accrued sick, vacation and personal time. Upon exhaustion of accrued sick, vacation and personal time, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
 - (3) The City will maintain all benefits for employees during the paid parental leave period just as if they were taking any other City paid leave such as paid vacation leave or paid sick leave.
 - (4) If a City holiday occurs while the employee is on paid parental leave, such day will be charged to holiday pay; such holiday pay will extend the total paid parental leave entitlement.
 - (5) Employees shall have the option to supplement the remaining 25% of unpaid parental leave with their own sick, vacation, personal, or compensatory time balances.
- (f) Requests for Paid Parental Leave.
- (1) The employee will provide his or her supervisor and the human resource department with notice of the request for leave at least 30 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible). The employee must complete the Parental Leave Request Form and FMLA Forms and provide all documentation as required by the HR department to substantiate the request.
 - (2) As is the case with all City Policies, the City Administrator has the exclusive right to interpret this policy or make changes at any time without notice.



City of Groveport

655 Blacklick St.
Groveport, OH 43125
614.830.2052
www.groveport.org

Master

File Number: Ord. 2025-019

File ID: Ord. 2025-019	Type: Ordinance	Status: Adopted
Version: 1		In Control: City Council
File Name: 2024 Codification		File Created: 04/21/2025
		Final Action: 06/09/2025

Notes:

Attachments:

Sponsors: Cleary

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	04/28/2025	referred	Committee of the Whole			
1	City Council	05/12/2025	read by title				
1	Committee of the Whole	05/19/2025	recommend approval	City Council			Pass
1	City Council	05/27/2025	postpone to a date certain				Pass
1	City Council	06/09/2025	adopt				Pass

Text of Legislative File Ord. 2025-019

AN ORDINANCE APPROVING THE RECODIFICATION, EDITING, AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GROVEPORT, OHIO

WHEREAS, various ordinances of a general and permanent nature have been passed which should be included in the Codified Ordinances of Groveport, Ohio; and,

WHEREAS, numerous sections in the Traffic and General Codes need to be updated or enacted in order to comply with State law.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVEPORT, FRANKLIN COUNTY, OHIO, A MAJORITY OF ITS MEMBERS CONCURRING:

Section 1: That the recodification, editing, arrangement and numbering or renumbering of the following ordinances and parts of ordinances are hereby approved as parts of the various component codes of the Codified Ordinances of Groveport, Ohio, so as to conform to the classification and numbering system of the Codified Ordinances, to-wit:

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
2024-001	2-12-24	505.01
Res.2024-002	4-22-24	111.04
2024-008	1-22-24	351.24
2024-025	6-10-24	2024 Replacement Pages
2024-031	8-12-24	143.01 to 143.22
2024-032	10-14-24	1102.02, 1153.03, 1173.01 to 1173.13, 1173.99, 1183.01 to 1183.04, 1183.99
2024-037	9-23-24	921.01 to 921.06, 921.99, 925.01 to 925.09, 925.99, 929.01 to 929.05, 929.99, 933.01 to 933.15, 933.99, 935.01 to 935.12, 935.99, 939.00 to 939.27, 939.97 to 939.99
2024-049	11-25-24	333.11
2024-050	11-25-24	911.04
2024-051	12-16-24	1176.04; Repeals 1191.17
2024-052	12-16-24	333.03

Section 2: That the following sections and chapters are hereby added, amended or repealed as respectively indicated in order to comply with current State law.

Traffic Code

303.01	Compliance with Lawful Order of Police Officer; Fleeing. (Amended)
303.083	Impounding Vehicles on Public Property. (Amended)
303.10	Leaving Junk Vehicles on Private Property with Permission of Owner. (Amended)
333.07	Street Racing, Stunt Driving and Street Takeovers Prohibited. (Amended)

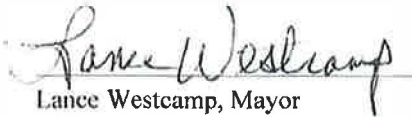
General Offenses Code

513.01	Drug Abuse Control Definitions. (Amended)
513.02	Gift of Marihuana. (Amended)
529.07	Open Container Prohibited. (Amended)
533.03	Unlawful Sexual Conduct with a Minor. (Amended)
533.04	Sexual Imposition. (Amended)
537.02	Vehicular Homicide and Manslaughter. (Amended)
537.021	Vehicular Assault in a Construction Zone. (Amended)

549.14 Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Added)

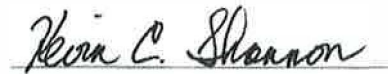
Section 3: That the complete text of the Traffic and General Offenses Code sections listed above are set forth in full in the 2025 Replacement Pages to the Codified Ordinances which are hereby attached to this ordinance as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

Section 4: That for the reasons stated in the preamble hereto which are made a part hereof, this Ordinance is hereby declared to be an emergency measure, necessary for the preservation of the health, safety and general welfare of the community to the extent that various City agencies will not be able to enforce specific provisions of the Codified Ordinances unless this Ordinance is enacted in a timely manner; **WHEREFORE**, this Ordinance shall take effect and be in full force upon passage by Council and signature of the Mayor.


Lance Westcamp, Mayor


Mindy Kay
Clerk of Council

Approved as to form:


Kevin C. Shannon, Law Director



City of Groveport

655 Blacklick St.
Groveport, OH 43125
614.830.2052
www.groveport.org

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File Number: Ord. 2025-029

File ID: Ord. 2025-029

Type: Ordinance

Status: Adopted

Version: 1

In Control: City Council

File Name: Amending Groveport Codified Ordinance Section
1321.27 Establishing Credit Card Convenience Fees

File Created: 08/19/2025

Final Action: 08/25/2025

Notes:

Attachments: Ord. 2025-029 Exhibit A.pdf

Sponsors: Hilbert

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	08/25/2025	suspend the rules as to the three readings and the effective date				Pass
1	City Council	08/25/2025	adopt				Pass

Text of Legislative File Ord. 2025-029

AN ORDINANCE AMENDING GROVEPORT CODIFIED ORDINANCE SECTION 1321.27 ESTABLISHING CREDIT CARD CONVENIENCE FEES FOR PAYMENTS RECEIVED BY THE BUILDING AND ZONING DEPARTMENT AND THE DECLARATION OF AN EMERGENCY.

WHEREAS, it is necessary to amend *Codified Ordinance Section 1321.27, Credit/Debit Card Convenience Fees*, specific to credit card transactions processed by the City of Groveport Building and Zoning Department; and,

WHEREAS, those conducting business with the City of Groveport have various payment options other than credit cards, and therefore, the City of Groveport should not be responsible for the costs or fees for processing credit card transactions; and,

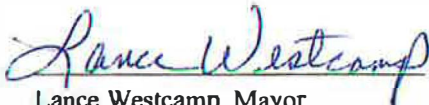
WHEREAS, the City of Groveport Building and Zoning Department will recognize a cost savings based on implementation of these fees.

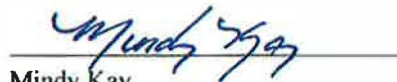
NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF

**GROVEPORT, FRANKLIN COUNTY, OHIO, A MAJORITY OF ITS MEMBERS
CONCURRING:**

Section 1: That Groveport *Codified Ordinance Section 1321.27* is hereby amended according to the attached Exhibit A which is made a part hereof.

Section 2: That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.


Lance Westcamp, Mayor


Mindy Kay
Clerk of Council

Approved as to form:


Kevin C. Shannon, Law Director

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1321.27 CREDIT/DEBIT CARD CONVENIENCE FEES.

(a) Convenience fees for credit/debit card transactions shall be ~~three percent (3.00%)~~ **three and a half percent (3.50%)** for each card payment ~~(up to a twenty-five thousand dollars (\$25,000) maximum payment, no minimum charge)~~ or \$0.50, whichever is greater.

~~(b) Convenience fees for ACH/e-check payments shall be one dollar and fifty cents (\$1.50) per transaction (up to a twenty-five thousand dollar (\$25,000) maximum payment).~~

(Ord. 2023-035. Passed 9-25-23.)

(c) Convenience fees for credit/debit card transactions processed through manual terminals or on-line payments located at the Recreation and Community Affairs Departments shall be a fixed fee percentage of three percent (3.0%).



City of Groveport

655 Blacklick St.
Groveport, OH 43125
614.830.2052
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File Number: Ord. 2025-037

File ID: Ord. 2025-037

Type: Ordinance

Status: Adopted

Version: 1

In Control: City Council

File Name: 2026 General Fee Schedule

File Created: 10/29/2025

Final Action: 12/15/2025

Notes:

Attachments: Ord. 2025-037 Exhibit A.pdf

Sponsors: Rupp

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	11/10/2025	referred	Committee of the Whole			
1	Committee of the Whole	11/17/2025	recommend approval with amendment				Pass
1	City Council	11/24/2025	read by title				
1	City Council	12/15/2025	amend				Pass
1	City Council	12/15/2025	adopt				Pass

Text of Legislative File Ord. 2025-037

AN ORDINANCE ADOPTING THE 2026 GENERAL FEE SCHEDULE FOR THE CITY OF GROVEPORT

WHEREAS, The Finance Department has completed a review of all fees charged by the City of Groveport and recommends establishing a General Fee Schedule summarizing all fees and charges assessed by the City of Groveport amongst all City departments.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVEPORT, FRANKLIN COUNTY, OHIO, A MAJORITY OF ITS MEMBERS CONCURRING:

Section 1: That the City of Groveport 2026 General Fee Schedule attached hereto and incorporated herein as Exhibit "A" is hereby adopted.

Section 2: That the City Administration shall review annually and submit to Council for its approval, all

fees and charges assessed by the City of Groveport in order to recover the full costs necessary to provide the respective City service.

Section 3: That should it become necessary to establish a new service fee or charge during the year, or increase an existing fee or charge, the Administrator may set the fee administratively, provided that any such amendment to the fee schedule shall be reported to City Council at its next meeting, and does not exceed a maximum increase of 10%.

Section 4: That this Ordinance shall take effect and be in full force from and after the earliest period allowed by law.


Lance Westcamp, Mayor


Mindy Kay, Clerk of Council

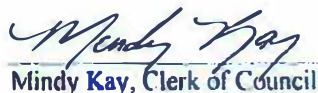
Approved as to form:


Kevin C. Shannon, Law Director

I, Mindy Kay, the duly appointed and qualified Clerk of the Council of the City of Groveport, do hereby certify that the foregoing is a true and correct copy of:

ORD. NO. 2025-037 AN ORDINANCE ADOPTING THE
2026 GENERAL FEE SCHEDULE FOR THE CITY OF
GROVEPORT

IN WITNESS, WHEREOF, I have hereunto set my hand and
affixed the official seal of the City of Groveport, this 18th day
of December, 2025


Mindy Kay, Clerk of Council

December 15, 2025
Date Adopted

CITY OF GROVEPORT



GENERAL FEE SCHEDULE JANUARY 1, 2026

**CITY OF GROVEPORT, OHIO
GENERAL FEE SCHEDULE**

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MUNICIPAL BUILDING
655 Blacklick St.
Groveport, OH 43125
614.836.5301
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City of Groveport
Franklin County
655 Blacklick Street
Groveport, Ohio 43125

The City of Groveport hereby presents a listing of fees and charges to be levied by the City of Groveport effective January 1, 2026 herein titled the General Fee Schedule (the Schedule). This Schedule is intended to provide a summary of charges and fees levied by the City of Groveport and it not intended to be an all inconclusive list. Residents, vendors, and patrons should contact the respective City of Groveport Department to determine the fees listed are current, proper and agree to existing Ordinances and Resolutions approved by City of Groveport Council.

Sincerely,

Jason Carr

Jason Carr, CPA
Finance Director

Town Hall 648 Main Street, Groveport, OH 43125
Groveport Recreation & Aquatic Center 7370 Groveport Road, Groveport, OH 43125
Public Works Facility 7400 Groveport Road, Groveport, OH 43125
Groveport Municipal Golf Course 1005 Richardson Road, Groveport, OH 43125
Police Department 5690 Clyde Moore Drive, Groveport, OH 43125

**CITY OF GROVEPORT
FINANCE/INCOME TAX DEPARTMENT
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Income Tax Department	
Penalty – Unpaid Individual Actual and Estimated Income Tax	15.0%
Penalty – Unpaid Employer Withholding Tax	50.0%
Late Filing Penalty	\$200.00
Interest – Unpaid Tax	9.0% Per Month
Finance Department	
Returned Check, Returned Automated Clearing House (ACH) or Closed Bank Account	\$15.00
Public Records	
Cost Per Paper Copy	\$.05
Cost Per Compact Disk	\$1.00
Cost Per Flash Drive	\$1.00
Cost Per E-Mailed Records	No Charge

**CITY OF GROVEPORT
COMMUNITY AFFAIRS DEPARTMENT
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Apple Butter Day Vendors	
Vendor Space – 10 X 10	\$35.00
Table Rental	\$8.00 Per Table
Chair Rental	\$2.00 Per Chair
Tent Rental – 10 X 10	\$50.00
Town Hall Ballroom Rental	
Refundable Security Deposit – Resident	\$150.00
Rental Fee – Resident	\$200.00
Refundable Security Deposit – Nonresident	\$150.00
Rental Fee – Nonresident	\$400.00
Refundable Security Deposit - Full-Time City Employee	\$0.00
Rental Fee - Full-Time City Employee	\$0.00
Community Garage Sale Event	\$5.00
Quilting Program	\$12.00
Other Programs	
Military Banners – Hometown Heroes	\$50.00
Veteran Bricks	\$55.00
Log House Memory Walk Bricks	\$55.00
Credit/Debit Card Convenience Fee	
In Person - Per Transaction	3.0%
Online – Per Transaction	3.0%

**CITY OF GROVEPORT
ENGINEERING DEPARTMENT FEE SCHEDULE
(CODE SECTION 1322.01)**

DESCRIPTION	FEE
Engineering Plan Review Fees	
Residential Developments	\$350.00/Plan Sheet
Off-Site Infrastructure	\$350.00/ Plan Sheet
Additional Reviews (> 2 Submissions)	30% of Initial Plan Review Fee
Stormwater Management Plan Review	\$350.00/Plan
Stormwater Pollution Prevention Plan Report	\$350.00/Plan
Stormwater Facility Operation & Maintenance Plan Review (Includes Agreement)	\$450.00/Plan
Traffic Impact Study (TIS) Review	\$2,500.00 Non-Complex \$4,500.00 Complex
Technical Review of Memo of Understanding, Prior to Receipt of TIS	\$1,200.00
Plan Revisions/Changes (After Plan Approval)	\$500.00/Revision Submission
Meeting with Engineer	\$250.00/Meeting
Minimum Review Fee – Residential	\$500.00
Minimum Review Fee – Commercial	\$1,000.00
Engineering Plan Review Fees	
Commercial/Industrial Developments	
0 to 5 Acres	\$250.00/ Plan Sheet
5 to 10 Acres	\$350.00/ Plan Sheet
10 to 20 Acres	\$400.00/ Plan Sheet
20 to 75 Acres	\$500.00/ Plan Sheet
75 Acres or Greater	\$750.00/ Plan Sheet
Engineering Inspection Fees – Third Party Testing/Inspection	
	Actual Cost
Rain Barrell Fees	
	\$50.00 Per Barrell

**CITY OF GROVEPORT
POLICE DEPARTMENT
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Peddler Permits	\$25.00
Printed Auto Accident Reports Paper Copy (Insurance Company Only)	\$5.00
Flash Drives: 4 Gigabyte, 8 Gigabyte, 16 Gigabyte, 32 Gigabyte, 64 Gigabyte 128 Gigabyte 256 Gigabyte	 \$8.00 \$16.00 \$27.00
Copies of Police Reports/Documents: Copy per Page Minimum Charge Police Reports Compact Disk/Digital Video Disk	 \$0.05 \$2.00 \$5.00 per disk
Law Enforcement Video Footage Fees: The City of Groveport will charge a fee to produce video footage from body-worn cameras, dash-mounted cameras, or surveillance cameras. The fee is \$75 per hour of video footage produced, with a maximum of \$750 per request for a video record, rounded up to the nearest hour. This fee is necessary to cover the costs associated with reviewing, redacting, processing, storing, and distributing video files. The City of Groveport requires payment in advance based on the estimated cost of production. Fees and requests will comply with Ohio Revised Code Section 149.43(B)(1). Requests by victims or their representatives under Marsy's Law may be exempt from fees.	
Finger Printing: BCI <i>or</i> FBI Electronic Fingerprints BCI <i>and</i> FBI Electronic Fingerprints	 \$50.00 \$100.00

**CITY OF GROVEPORT
PUBLIC SERVICES DEPARTMENT
GENERAL FEE SCHEDULE**

PUBLIC SERVICES DEPARTMENT - TREE FUND	
DESCRIPTION	FEE
Upon approval of the final plat, or any new street developed in a subdivision, either commercial or residential by a private developer and dedicated to the City, the owner/developer shall pay the sum of \$10.00 per linear foot of street frontage and linear footage around all island to the City.	\$10.00 per linear foot
Tree Replacement Mitigation Plan	\$400.00 per tree

DESCRIPTION	FEE
RESTITUTION TO CITY FOR DAMAGE TO PUBLIC PROPERTY Upon the damage and/or destruction to City property, whether due to accidents, vandalism or other criminal acts committed by non-City personnel, the Public Service Director shall determine the amount of restitution owed to the City for the damage and/or destruction of said property. The amount of restitution owed shall be based upon the following: (1) Equipment Rate - Ohio Department of Transportation (primary) or Federal Emergency Management Agency (secondary) schedule of equipment rates. (2) Labor Rate - Base hourly wage rate (by classification), including total fringe benefit costs. (3) Material, Rentals and Contract Services - actual costs paid by the City. (4) After the Public Service Director has determined the final amount of restitution owed to the City based on the criteria set forth above, he or she shall forward an invoice detailing the same to the Finance Director. The Finance Director shall seek reimbursement from the responsible party or parties.	
ADDITIONAL SERVICES PERFORMED BY PUBLIC SERVICES DEPARTMENT – SECTION 153.03 Any additional work requested and authorized shall require full payment of the City's estimated cost prior to commencement of such work. The estimate shall include, but not limited to, labor, equipment usage, materials, contracted services, administrative expenses, and any other applicable fees as determined by the City. Rates and fees shall be established and applied in the same manner as those used by the City to calculate restitution for damage to public property.	

**CITY OF GROVEPORT
PUBLIC SERVICES DEPARTMENT – CEMETERY
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Cost per Burial Space	\$1,000.00
Weekday Opening/Closing Cost	\$1,000.00
Weekday Cremation Burial Open/Closing Cost	\$600.00
Weekend/Holidays Opening/Closing	\$1,250.00
Weekend Cremation Burial Opening/Closing	\$750.00
Families which have already paid opening/closing costs opting a weekend/holiday burial will be responsible for the balance due of \$250.00 for a prepaid traditional or for a prepaid cremation open/closing of \$150.00	
Headstone Foundations	\$1.50 per square inch

**CITY OF GROVEPORT
SENIOR CENTER DEPARTMENT
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Thursday Lunch (90 Years and Older, Free)	\$5.00
Annual Membership Fee (90 Years and Older, Free)	\$10.00
Replacement Proximately Cards	\$5.00
Day Trips	\$0.00 - \$80.00
Event Tickets	\$6.00 - \$60.00
Arts/Crafts Classes	\$0.00 - \$20.00
Concert Series	\$2.00 or Table of 6, \$10.00
Dances and Special Events	Free

**CITY OF GROVEPORT
TRANSPORTATION DEPARTMENT
GENERAL FEE SCHEDULE**

DESCRIPTION	FEE
Trip Transportation for Planned Senior Center Outings:	
Approximately three (3) hours trips, one stop	\$1.00 per hour/per person
Approximately three to five (3-5) local round hour trips	\$1.50 per hour/per person
Approximately five or more hours (5+) multiple stop trips	\$2.00 per hour/per person

**CITY OF GROVEPORT
MAYOR'S COURT
GENERAL FEE SCHEDULE**

COURT COSTS*		
DESCRIPTION		FEE
Waiver Court Costs		\$69.00
Appearance Court Costs		\$79.00
Dismissed Court Costs		\$79.00

*Court Costs are assessed once per case, regardless of the number of offenses.

WAIVERABLE VIOLATIONS	WAIVER COST (PER CASE)	WAIVER FINE (PER OFFENSE)	TOTAL
Minor Misdemeanor – Traffic	\$69.00	\$46.00	\$115.00
Minor Misdemeanor – Criminal	\$69.00	\$46.00	\$115.00
Seatbelt – Driver	\$69.00	\$30.00	\$99.00
Seatbelt – Passenger	\$69.00	\$20.00	\$89.00
Parking – Fire Lane	\$10.00	\$90.00	\$100.00
Parking – Handicapped	\$10.00	\$90.00	\$100.00
Parking - Other	\$10.00	\$15.00	\$25.00

COURT FEES	FEE AMOUNT
Continuance Request, each	\$10.00
Summons to Appear	\$10.00
Payment Plan beyond 30 Days from Conviction	\$25.00
Release of Forfeiture	\$25.00
Release of Registration Block	\$25.00
Bench Warrant	\$25.00
Warrant Block	\$25.00
Expungement/Sealing Application fee	\$50.00
Credit/Debit Card Convenience Fee	
In Person	3.5% - Minimum Charge \$0.50
Online	3.5% - Minimum Charge \$0.50

MM and M4 traffic cases can be paid through the Traffic Violation Bureau.
MM criminal cases ONLY can be paid through the Traffic Violation Bureau.
All others have to make a personal appearance in Court.

**CITY OF GROVEPORT
MAYOR'S COURT
GENERAL FEE SCHEDULE**

TRAFFIC MOVING VIOLATIONS	LOCALITY	FEE AMOUNT
Indigent Defense Support Fund	State	\$20.00
Indigent Defense Support Fund	State	\$5.00
State Victims of Crime	State	\$9.00
Drug Law Enforcement Fund	State	\$3.50
Indigent Driver Alcohol Treatment Fund	County	\$1.50
Computer Fund	City	\$10.00
Local Waiver Cost	City	\$20.00
TOTAL Waiver Cost		\$69.00
Local Appearance Cost	City	\$10.00
TOTAL Appearance Cost		\$79.00

TRAFFIC NON-MOVING VIOLATIONS	LOCALITY	FEE AMOUNT
Indigent Defense Support Fund	State	\$10.00
Computer Fund	City	\$10.00
Local Cost	City	\$49.00
Waiver Cost		\$69.00
Local Cost	City	\$10.00
Total Cost		\$79.00

CRIMINAL VIOLATIONS	LOCALITY	FEE AMOUNT
Indigent Defense Support Fund	State	\$20.00
State Victims of Crime	State	\$9.00
Computer Fund	City	\$10.00
Local Cost	City	\$30.00
Waiver Cost		\$69.00
Local Cost	City	\$10.00
Total Cost		\$79.00

OPERATING VEHICLE IMPAIRED VIOLATIONS	LOCALITY	FEE AMOUNT
Drug Law Enforcement Fund	Local	\$25.00
Jail Costs – OVI Offender	Local	\$50.00
Indigent Defense Support Fund	County	\$25.00
Indigent Defense Support Fund	State	\$75.00
Drivers Interlock Fund	State	\$125.00
Alcohol Treatment Fund	State	\$115.00
Local Cost	City	\$150.00
Total Cost		\$565.00

**CITY OF GROVEPORT
MAYOR'S COURT
GENERAL FEE SCHEDULE**

OTHER VIOLATIONS	LOCALITY	FEE AMOUNT
Indigent Defense Support Fund	State	\$20.00
State Victims of Crime	State	\$9.00
Computer Fund	City	\$10.00
Local Cost	City	\$30.00
Total Cost		\$69.00
Local Cost	City	\$10.00
Total Appearance Cost		\$79.00

PARKING VIOLATIONS	LOCALITY	FEE AMOUNT
Computer Fund	City	\$10.00
Total Cost		\$10.00

BOND SCHEDULE	BOND AMOUNT	10% BOND AMOUNT
Misdemeanor of the 1 st Degree	\$1,000.00	\$100.00
Misdemeanor of the 2 nd Degree	\$750.00	\$75.00
Misdemeanor of the 3 rd Degree	\$500.00	\$50.00
Misdemeanor of the 4 th Degree	\$250.00	\$25.00
Unclassified Misdemeanor	\$1,000.00	\$100.00
Minor Misdemeanor	\$150.00	\$15.00

**CITY OF GROVEPORT
RECREATION DEPARTMENT
ANNUAL PASS RATES FEE SCHEDULE**

Groveport Resident & Corporate Resident

	Effective January 1				
Classification	2026	2027	2028	2029	2030
Youth (3-17)	\$170.00	\$200.00	\$230.00	\$240.00	\$250.00
Adult (18– 54 Yrs.)	\$230.00	\$270.00	\$315.00	\$330.00	\$350.00
Senior Adult (55 Yrs. +)	\$125.00	\$145.00	\$170.00	\$180.00	\$190.00
Senior Couple (both 55 Yrs. +)	\$225.00	\$265.00	\$310.00	\$325.00	\$345.00
Couple	\$425.00	\$495.00	\$575.00	\$605.00	\$635.00
Household (Three or More)	\$540.00	\$630.00	\$735.00	\$770.00	\$810.00

Non-Resident

	Effective January 1				
Classification	2026	2027	2028	2029	2030
Youth (3-17)	\$315.00	\$390.00	\$485.00	\$510.00	\$535.00
Adult (18– 54 Yrs.)	\$420.00	\$520.00	\$645.00	\$630.00	\$715.00
Senior Adult (55 Yrs. +)	\$230.00	\$285.00	\$355.00	\$375.00	\$395.00
Senior Couple (both 55 Yrs. +)	\$415.00	\$515.00	\$640.00	\$675.00	\$710.00
Couple	\$780.00	\$970.00	\$1,205.00	\$1,265.00	\$1,330.00
Household (Three or More)	\$865.00	\$1,075.00	\$1,335.00	\$1,400.00	\$1,470.00

**CITY OF GROVEPORT
RECREATION DEPARTMENT
ANNUAL PASS RATES FEE SCHEDULE**

**Groveport Resident & Corporate Resident -
Monthly Memberships**

	Effective January 1				
Classification	2026	2027	2028	2029	2030
Youth (3-17)	\$17.00	\$20.00	\$25.00	\$26.00	\$27.00
Adult (18- 54 Yrs.)	\$25.00	\$29.00	\$34.00	\$36.00	\$38.00
Senior Adult (55 Yrs. +)	\$12.00	\$14.00	\$16.00	\$17.00	\$18.00
Senior Couple (both 55 Yrs. +)	\$22.00	\$25.00	\$29.00	\$30.00	\$32.00
Couple	\$42.00	\$49.00	\$57.00	\$60.00	\$63.00
Household (Three or More)	\$54.00	\$63.00	\$73.00	\$77.00	\$81.00

Non-Resident - Monthly Memberships

	Effective January 1				
Classification	2026	2027	2028	2029	2030
Youth (3-17)	\$31.00	\$39.00	\$49.00	\$52.00	\$55.00
Adult (18- 54 Yrs.)	\$42.00	\$52.00	\$65.00	\$68.00	\$72.00
Senior Adult (55 Yrs. +)	\$23.00	\$29.00	\$36.00	\$38.00	\$40.00
Senior Couple (both 55 Yrs. +)	\$41.00	\$51.00	\$63.00	\$66.00	\$69.00
Couple	\$78.00	\$97.00	\$120.00	\$126.00	\$132.00
Household (Three or More)	\$86.00	\$107.00	\$133.00	\$140.00	\$147.00

*Active Military, Police Officers & Fire Fighters are eligible to receive a 10% discount on the pass of their preference.

*Persons with permanent disability (receiving Social Security Disability) are eligible to receive a 15% discount on their portion of a pass.

CITY OF GROVEPORT RECREATION DEPARTMENT ANNUAL PASS RATES FEE SCHEDULE

Day Pass Fees for Non-Members

<u>Classification</u>	<u>Resident</u>	<u>Non-Resident</u>
Infant (0 – 2 Yrs.)	Free	Free
Individual	\$10.00	\$20.00

- No Cash Refunds for Day Passes.
- Checks are not accepted for Day Passes.
- Proof of Groveport Residency is required to receive Groveport Resident Rate. Youth attending the facility either without the presence of their resident parent/legal guardian or without a Resident I.D. Card will be charged the Non-Resident Rate.
- Patron must have a Non-Resident ID or Resident ID to obtain a day pass.

Additional Important Information

- A complete list of Facility Rules & Pass Policies is attached to each contract and are also available at the front desk. Staff strongly recommend that patrons thoroughly review the information prior to paying for a day pass or signing a contract.
- The monthly pass can be auto renewed each month with no minimum contract and the ability to cancel at any time.
- For those choosing the Electronic Fund Transfer payment option, first month's payment is due at time of purchase. Monthly debit occurs around the 15th of the month. Please allow for a 2 – 3 day debit window.
- No initiation fees are charged for new or renewing contracts.
- Proof of age may be required for passes at time of purchase. Parent/Legal Guardian consent is also required.
- Proof of Groveport residency is required annually to receive the Groveport Resident Rate for both new and renewing contracts.
- Classes and programs are not included in the pass fee, but are offered at a nominal fee.
- Hours are subject to change at the discretion of management.
- All annual passes are non-refundable & non-transferable, except for the following hardship cases: 1) Job transfer outside of a 25-mile radius of the facility, 2) Relocation/move outside of a 25-mile radius of the facility; and, 3) Medical condition of an indefinite nature or death. No other requests will be accepted. Cancellation requests must be sent in writing to the Recreation Director.
- A debit/credit card convenience fee of 3.0% will be charged for in-person/on-line transactions.

**CITY OF GROVEPORT
RECREATION DEPARTMENT
PROGRAM FEE SCHEDULE**

DESCRIPTION	RESIDENT FEE	NON-RESIDENT FEE
Fitness Classes	\$5.00	\$6.00
Zumba Classes	\$6.00	\$7.00
Tai Chi Classes	\$8.00	\$9.00
Fitness Freedom Pass		
Five (5) Classes	\$20.00	\$25.00
Ten (10) Classes	\$40.00	\$50.00
Twenty (20) Classes	\$80.00	\$100.00
Zumba Freedom Pass		
Five (5) Classes	\$25.00	\$30.00
Ten (10) Classes	\$50.00	\$60.00
Twenty (20) Classes	\$100.00	\$120.00
Tai Chi Freedom Pass		
Five (5) Classes	\$35.00	\$40.00
Ten (10) Classes	\$70.00	\$80.00
Twenty (20) Classes	\$140.00	\$160.00
Tae Kwon Ki Do/ Karate Ki Do:		
One (1) Person	\$65.00	\$65.00
Two (2) Person Family	\$115.00	\$115.00
Three (3) Person Family	\$150.00	\$150.00
Additional Family Members	\$40.00	\$40.00
Personal Trainers		
Sara Denune Rates	\$25.00/\$30.00/ \$45.00/\$50.00	\$25.00/\$30.00/ \$45.00/\$50.00
Jordan McDonnell Rates	\$25.00/\$30.00/ \$35.00/\$40.00	\$25.00/\$30.00/ \$35.00/\$40.00
Eye on the Pie 5K Turkey Trot	\$40.00/\$45.00/\$50.00	\$40.00/\$45.00/\$50.00
Groveport Tennis Academy		
Little Tennis – Five (5) Weeks	\$60.00	\$70.00
Little Tennis – Eight (8) Weeks	\$96.00	\$106.00
Rip & Rally – Five (5) Weeks	\$60.00	\$70.00
Rip & Rally – Eight (8) Weeks	\$96.00	\$106.00

**CITY OF GROVEPORT
RECREATION DEPARTMENT
PROGRAM FEE SCHEDULE**

DESCRIPTION	RESIDENT FEE	NON-RESIDENT FEE
Groveport Tennis Academy (Continued)		
Future Stars – Five (5) Weeks	\$90.00	\$100.00
Future Stars – Eight (8) Weeks	\$144.00	\$154.00
Tennis 101 – Five (5) Weeks	\$90.00	\$100.00
Tennis 101 – Eight (8) Weeks	\$144.00	\$154.00
Advanced Rip & Rally – Five (5) Weeks	\$90.00	\$100.00
Advanced Rip & Rally – Eight (8) Weeks	\$144.00	\$154.00
Women's Team – Five (5) Weeks	\$90.00	\$100.00
Men's Team – Five (5) Weeks	\$90.00	\$100.00
Junior USA Team – Five (5) Weeks	\$90.00	\$100.00
Aquatic Program Fees		
Group Swim Lessons	\$65.00	\$75.00
American Red Cross Lifeguarding Course	\$150.00	\$200.00
American Red Cross Recertification Course	\$100.00	\$150.00
American Red Cross Instructor Certification	\$200.00	\$250.00
American Red Cross Instructor Re-Certification	\$150.00	\$200.00
Movie Night	\$10.00	\$10.00
Underwater Easter Egg Hunt	\$12.00	\$12.00
Fourth of July Duck Race	\$3.00	\$3.00
Pumpkin Plunge	\$12.00	\$12.00
Private Swim Lessons	\$50.00	\$50.00
Semi-Private Lessons	\$60.00	\$60.00
Toddler Time	\$20.00	\$25.00
Dog Paddle Palooza	\$8.00	\$8.00
Athletic Program Fees		
Adult Beginner Pickleball Class	\$60.00	\$60.00
Adult Fall Pickleball Ladder League	\$45.00	\$45.00
Youth Flag Football	\$85.00	\$85.00
Youth Fishing Derby	\$5.00	\$5.00
Youth Volleyball	\$60.00	\$60.00
Junior Cavs Youth Basketball	\$100.00	\$100.00
Fall Co-Ed Softball League	\$150.00	\$150.00

**CITY OF GROVEPORT
GOLF DEPARTMENT
GENERAL FEE SCHEDULE**

GOLF RATES – IN SEASON RATES

GREEN FEES			
	Resident	Non-Resident	
Weekdays – 9 Holes	\$8.00	\$13.50	
Weekdays – 18 Holes	\$16.00	\$27.00	
Weekends/Holidays Open to 1:00pm 18 Holes Only	\$24.00	\$42.00	
1:00pm to Close	\$19.00(18)	\$30.00(18)	
Nine (9) Hole Rates Applicable After Certain Times	\$9.50(9)	\$15.00 (9)	
GREEN FEES - JUNIORS (17 and Under)			
	Resident	Non-Resident	
Weekdays – 9	\$6.00	\$10.00	
Weekdays - 18	\$11.00	\$20.00	
Saturday – Age 14 & Under: After 1:00 p.m.	Free Paying Adult Required – Limit 2 Per Paying Adults		
GREEN FEES - SENIORS (55 and Over) Monday - Friday			
	Resident	Non-Resident	
Weekday – 9	\$5.50	\$10.00	
Weekday - 18	\$11.00	\$20.00	
<i>Normal Rates Apply on Weekends/Holidays</i>			
GREEN FEES – GOLF OUTINGS			
<i>Thirty-Two or More Players:</i> Senior Weekdays - \$33.00 Adult Weekdays - \$38.00 Weekend – 18 Holes Prior 1:00 p.m. - \$42.00 Weekend – 18 Holes After 1:00 p.m. - \$37.00 Rates Include Cart Fees Per Player			
GOLF CART FEES			
	Resident	Non-Resident	
9 Holes	\$12.00	\$12.00	
18 Holes	\$20.00	\$20.00	
PULL CART FEES			
9 Holes	\$2.00	\$2.00	
18 Holes	\$4.00	\$4.00	

**CITY OF GROVEPORT
GOLF DEPARTMENT
GENERAL FEE SCHEDULE**

ANNUAL SEASON PASS		
	Resident	Non-Resident
Individual (19-54)	\$750.00	\$1,150.00
Family	\$450.00 Each Additional	\$675.00 Each Additional
Senior (55 over)	\$650.00	\$900.00
<i>Annual Season Passes Only Apply to Those Who Were Grandfathered No New Passes Are Currently Issued.</i>		

GOLF LEAGUES	
Green Fees Including Carts	\$22.00 Per Player Per Week
\$6.00 Cart Fee Per Player – All League Participants Use Motorized Carts	

GOLF RANGE	
Small Bucket	\$8.00
Medium Bucket	\$12.00
Large Bucket	\$16.00

GOLF RATES-OFF SEASON

(November 1st thru March 31)

GREEN FEES		
	Resident	Non-Resident
Weekdays/Weekends – 9 Holes	\$5.50	\$10.00
Weekdays/Weekends – 18 Holes	\$11.00	\$20.00

CART FEES		
9 Holes	\$12.00	\$12.00
18 Holes	\$20.00	\$20.00

**CITY OF GROVEPORT
BUILDING DEPARTMENT
VARIOUS CODE SECTIONS FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Work Performed Without Permit as Required Per Code	1321.10	Fee Doubled
Reinspection Fees	1321.10	\$57.50 Trip
Certificate of Occupancy Fees:	1321.16	
Single Family Dwelling		\$138.00
Multi-Family Dwelling		\$172.50 First Unit, \$57.50 Each Add. Unit
Nonresidential Structures		\$230.00
One, Two, Three Family Dwelling Temporary Certificate		\$86.25
Multifamily Dwelling Four Family & Nonresidential		\$230.00
Electrical Permits, Fee, Revocations	1321.17	
New One, Two, Three Multifamily Dwelling (Base Fee)		\$126.50
Base Fee (One-Time Fee)		\$34.50
Service Entrance Fee		Plus \$0.35 Per Ampere Rating
First 100 Outlets and Fixtures		Plus \$0.60 Per Ampere Rating
Over 100 Outlets and Fixtures		Plus \$0.50 Per Ampere Rating
Connected Solid		Plus \$2.50 Each
Radiant Panel & Baseboard Heaters – Up to Ten (10)		Plus \$25.00 Per Panel
Radiant Panel & Baseboard Heaters – Over Ten (10)		Plus \$5.00 Per Panel
Generators		Plus \$75.00
Electric Plan Review (Stand Alone)	1321.03	\$172.50
Residential - HVAC	1321.19	
New Residential One, Two, Three & Multifamily Dwelling		\$115.00 Unit
Replacement Heating (Warm Air, Heat Pump, Etc.)		\$34.50
Replacement Cooling		\$34.50
When Installing Heating/Cooling Same Time		\$57.50
Alterations Existing System		\$28.75
Minimum Fee		\$25.00

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
VARIOUS CODE SECTIONS FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Commercial Warm Air Furnace/Boiler/Electrical Perimeter Radiant Heating Up to 100,000 BTU or 29,300 watts 101,000 to 200,000 BTU or 58.6 KW 201,000 to 300,000 BTU or 87.9 KW Over 300,000 BTU or 87.9 KW Building Service Piping RTU Per Unit	1321.19	\$46.00 \$69.00 \$80.50 \$23.00 Add'l 100,000 BTU \$50.00 plus \$0.50 each lineal ft. \$50.00
Heat Pumps Less than 10 tons Over 10 tons	1321.19	\$80.00 \$120.00
Air Conditioning Systems Five (5) Tons and Below, Per Unit Over Five (5) Tons Per Unit	1321.19	\$50.00 \$95.00
Product Refrigeration Less Than Five (5) Tons Five (5) – Ten (10) Tons Eleven (11) – Twenty (20) Tons Each Additional Ton over Twenty (20)	1321.19	\$50.00 \$80.00 \$110.00 \$5.00 Per Ton
Ventilating Systems Five Thousand (5,000) or Less Cubic Feet per Minute (CFM) Over Five Thousand (5,000) CFM	1321.19	\$40.00 \$60.00
Commercial Alterations – No Unit Change Per Opening	1321.19	\$28.75
Fireplaces and Chimneys	1321.19	\$34.50
HVAC Plan Review (Stand Alone)	1321.03	\$172.50

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
VARIOUS CODE SECTIONS FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Fire Suppression System	1321.20	
Per Head Fee – Maximum Fee \$2,500.00	1321.20(a)	\$172.50 base fee; plus \$0.25 per head fee
Plan Examinations – Maximum Fee \$3,450.00	1321.20(b)	\$172.50 plus \$3.70 per 100 sq. feet.
Commercial Kitchen Hood Suppression Systems		\$172.50 fee plus \$172.50 plan review fee \$75.00 per resubmittal
Fire Alarm Systems	1321.21	
Permits Per Device		\$57.50 plus \$4.60 each
Plan Review Fee Per Device		\$172.50 plus \$1.15 each \$75.00 per resubmittal
Tents/Membrane Structures/Awnings/Canopies	1321.22	
Permit Fee Per Structure		\$57.50 plus \$15.00 each
Plan Review Fee Per Structure		\$172.50 plus \$86.25 each hour or portion exceed 2 hours
After Hours Inspections	1321.23	\$57.50 base + \$57.50 per hour
Special Flood Hazard Area Development Permit	1321.25	\$75.00 plus Engineer Review Fees
Building Sewer Repair Inspection Permit	921.03	\$100.00
Driveway and Approach Permit	1331.03	\$25.00

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
VARIOUS CODE SECTIONS FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Credit/Debit Card Convenience Fees	1321.27	\$3.5% or \$0.50 transaction fee, whichever greater
Applications Fees Authorized (b) The Municipal Administrator or designee may require additional fees to defray Municipality expenses associated with the review of complicated or poorly-prepared Site Plans, Development Plans, or Subdivision Plans, including the need to retain a registered professional engineer, surveyor, architect, landscape architect, or other professional consultant to advise the Municipality on any or all aspects of the application. (c) Additional fees will be charged for a tabled application – Amount equal to the original application fee.	1132.03	
Plumbing and Medical Gas Services and Fees Commercial Plumbing Permit Admin/Tech Fee Commercial Plumbing Permit Per Fixture Residential Plumbing Permit Admin/Tech Fee Residential Plumbing Permit Per Fixture	Franklin County Public Health Contract	\$135.00 \$40.00 \$135.00 \$20.00
Commercial Plumbing Plan Review (Stand Alone)	1321.03	\$172.50
Group Housing Licensure Required (d) Group housing owners must remit a fee and obtain an annual license in the name of the property owner for the operation of group housing in the City, on a registration form approved by the Municipal Administrator or their designee.	1173.03	\$125.00 Fee

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
VARIOUS CODE SECTIONS FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Property Maintenance Fees	1381.07	
(a) Cutting/Destroying Weeds		Actual Cost of Mowing Plus \$125.00 Administrative Fee for Each Lot/Parcel After Previous Violation.
(b) Demolition of Structures	1381.07	Actual Demolition Cost Plus \$250.00 Administrative Fee.
(c) Temporary Safeguards	1381.07	Actual Cost Plus \$150.00 Administrative Fee.
(d) Closing Vacant Structures –	1381.07	Actual Cost Plus \$150.00 Administrative Fee.
(e) Placarding of Condemned Structures or Equipment	1381.07	\$50.00 Each
(f) Emergency Repairs	1381.07	Actual Cost Plus \$150.00 Administrative Fee
(g) Application for Appeal	103.5(g)	\$25.00

**CITY OF GROVEPORT
BUILDING DEPARTMENT
RESIDENTIAL & COMMERCIAL BUILDING FEE SCHEDULE
(CODE SECTION 1321.03)**

DESCRIPTION	FEE
One Family Residential	
Per Building	\$345.00
Plan Review Fee (includes original submittal and one (1) resubmittal	\$201.25
Additional Resubmittal	\$100.00
Two and Three Family Residential	
First Unit	\$345.00
Each Additional Unit	\$230.00
Plan Review Fee (includes original submittal and one (1) resubmittal	\$230.00
Additional Resubmittal	\$150.00
Residential Additions, Alterations, Garages, Accessory Buildings	
Attached & Enclosed Patios, Porches, Decks, Sheds Over 200 Square Feet and Foundation Repair	\$86.25 Up To Including 700 Square Feet Over 700 Square Feet, \$86.25 plus \$5.75 per 100 Square Feet or Fraction Thereof \$28.75 plus \$2.50 per 100 Square Feet Plan Review Fee
Residential Carports, Patios, Porches, Decks, Concrete Steps, Covered Decks, Covered Porch, Gazebo, Egress Window Wells	\$17.25 Permit Fee \$28.75 Plan Review Fee
Residential Replacement Doors, Windows, Siding and Roofing	\$25.00
Residential Certificate of Plan Approval and Permit Extension Fee	\$25.00
Residential Plan Examination Fee	
Includes Original Submittal and One Resubmittal	Additional Resubmittal \$100.000 Per

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
RESIDENTIAL & COMMERCIAL BUILDING FEE SCHEDULE
(CODE SECTION 1321.03)**

DESCRIPTION	FEE
Replacement Permit Fee (Building Permits, Sign Off Cards, Approved Plans)	\$57.50
Demolition Permit Fee (Residential or Commercial)	\$57.50
Commercial Building Building Multi-Family Warehouse Racking (Not Including Mezzanine) Pole or Ground Signs Wall or Projection Signs	\$345.00 Plus \$5.75 per 100 Square Feet or Fraction Thereof \$345.00 First Unit & \$230.00 Each Additional Unit \$172.50 Plus Sixty Cents (\$0.60) For Each Lineal Feet of Wall or Single Rack \$100 Per Sign \$50.00 Per Sign
Commercial Plan Examination Fee Per Structure Warehouse Racking (Not Including Mezzanines) Signs	\$230.00 Per Structure, Addition or Alteration Plus \$5.75 Each Sq. Feet Maximum Fee \$2,875.00 \$172.50 Plus \$0.60 Each Lineal Foot \$150.00 Per Sign
Requirements of State of Ohio 1% Fee In accordance with Section 103.2.4.2 Board Assessment of the Residential Code of Ohio for One, Two and Three Family Dwellings (RCO); the City of Groveport shall collect on behalf of the Board of Building Standards an assessment equal to one percent (1%) of the fees imposed for approvals, the acceptance and approvals of plans and specifications, and for the making of inspections for those structures governed by the RCO.	
Requirements of Ohio 3% Fees In accordance with and pursuant to S.B. 359 and Rule 410 I :2-1-50 of the Ohio Administrative Code adopted by the Board of Building Standards, the City shall collect for the Board a fee of three percent (3%) for the acceptance and approval of plans and specifications and for the making of all inspections pursuant to Ohio Revised Code 378 1.1 02(f)(1) and remit such fees monthly within sixty days of the close of such month for those structures governed by the Ohio Building Code.	

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
RESIDENTIAL & COMMERCIAL BUILDING FEE SCHEDULE
(CODE SECTION 1321.03)**

DESCRIPTION	FEE
Development/Recreation Fee Fee shall be collected and deposited into the City Park Escrow Account. Said fee shall be used for the maintenance and development of park lands in the City.	
Commercial	\$230.00 Per Acre of Fraction Thereof, Plus \$.03 Per Building Sq. Foot
Residential	\$230.00 Each Unit

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**CITY OF GROVEPORT
BUILDING DEPARTMENT
ZONING FEE SCHEDULE
(CODE SECTION 1322.02)**

DESCRIPTION	FEE
Certificate of Zoning Compliance	
Existing Residential Uses (1, 2 and 3 Family) – Addition or Alteration to an Existing or Accessory Structure	\$25.00
New Residential and Multi-Family Use (Per Unit)	\$125.00
Non-Residential Use–New Building or Addition Alteration	250.00
Non-Residential Use-Existing Building (New Tenant)	\$50.00
Non-Residential Use-Fence, Accessory Structures	\$100.00
Re-Application Fee	\$50.00
Temporary Zoning Certificate	\$25.00
Home Occupation	\$50.00
Zoning Amendments/Planned Unit Development (PUD)	
Straight Letter District – Residential	\$150.00 plus \$25.00/acre
Straight Letter District – Non-Residential	\$250.00 plus \$25.00/acre
PUD – Without Development Plan	\$250.00 plus \$25.00/acre
PUD – Development Plan	\$350.00 plus \$25.00/acre
PUD – Modification of Development Plan	\$150.00
Use Variance	\$150.00
Board of Zoning Appeals Variances	
One, Two & Three Family Residential Uses (Per Unit)	\$50.00
Non-Residential & Multi-Family Uses	\$150.00
Modification of Non-Conforming Use	\$150.00
Appeal of District Determination/Interpretation	\$75.00
Conditional Use Permit	
Residential Uses	\$75.00
Non-Residential & Multi-Family Uses	\$150.00
Sign Permits	
Permitted Signs Residential Zoning Districts	\$25.00/Sign
Permanent Permitted Signs Non-Residential District	\$50.00/Sign
Permanent Temporary Signs Non-Residential District	\$25.00/Sign
Residential/Commercial Subdivision Plats	
Preliminary Subdivision Plat	\$150.00 plus \$5.00/lot
Final Subdivision Plat	\$250.00 plus \$10.00/lot
Subdivision w/o Plat (includes lot split)	\$100.00/lot
Amendment to Plat	\$150.00
Landscape Plan Review	\$250.00

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**CITY OF GROVEPORT
UTILITY DEPARTMENT
WATER, SEWER, CLEAN RIVER & STORM WATER FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Water Billing Rates – Inside City – Billing Date April 1	933.03 Ordinance 2024-038	
Billing Year 2025 – Per 1,000 Gallons		\$10.96
Billing Year 2026 – Per 1,000 Gallons		\$11.51
Billing Year 2027 – Per 1,000 Gallons		\$12.09
Billing Year 2028 – Per 1,000 Gallons		\$12.69
Billing Year 2029 – Per 1,000 Gallons		\$13.32
Sewer Billing Rates – Inside City – Billing Date April 1	925.02 Ordinance 2024-038	
Billing Year 2025 – Per 1,000 Gallons		\$9.20
Billing Year 2026 – Per 1,000 Gallons		\$9.66
Billing Year 2027 – Per 1,000 Gallons		\$10.15
Billing Year 2028 – Per 1,000 Gallons		\$10.65
Billing Year 2029 – Per 1,000 Gallons		\$11.19
Water Billing Rates – Outside City – Billing Date April 1	933.04	
Billing Year 2025 – Per 1,000 Gallons		\$19.18
Billing Year 2026 – Per 1,000 Gallons		\$20.14
Billing Year 2027 – Per 1,000 Gallons		\$21.16
Billing Year 2028 – Per 1,000 Gallons		\$22.21
Billing Year 2029 – Per 1,000 Gallons		\$23.31
Sewer Billing Rates – Outside City – Billing Date April 1	925.05	
Billing Year 2025 – Per 1,000 Gallons		\$16.10
Billing Year 2026 – Per 1,000 Gallons		\$16.91
Billing Year 2027 – Per 1,000 Gallons		\$17.76
Billing Year 2028 – Per 1,000 Gallons		\$18.64
Billing Year 2029 – Per 1,000 Gallons		\$19.58
Stormwater Billing Rates – Billing Date July 1	939.17 Ordinance 2024-038	
Billing Year 2025 – Per Equivalent Residential Unit		\$2.25
Billing Year 2026 – Per Equivalent Residential Unit		\$2.50
Billing Year 2027 – Per Equivalent Residential Unit		\$2.75
Billing Year 2028 – Per Equivalent Residential Unit		\$3.00
Billing Year 2029 – Per Equivalent Residential Unit		\$3.25
Credit/Debit Card Convenience Fees	1321.27	
Up to \$25,000 Maximum Payment, No Minimum Charge		3.00% per Transaction
ACH/E-Check Convenience Fees	1321.27	
Up to \$25,000 Maximum Payment		\$1.50 per Transaction

**CITY OF GROVEPORT
UTILITY DEPARTMENT
WATER, SEWER, CLEAN RIVER & STORM WATER FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Water Capacity Charges – Groveport Water System	933.13	
Diameter of Water Tap (inches) – 3/4"		\$2,170.00
Diameter of Water Tap (inches) – 1"		\$3,900.00
Diameter of Water Tap (inches) – 1.5"		\$8,568.00
Diameter of Water Tap (inches) – 2"		\$15,400.00
Diameter of Water Tap (inches) – 3"		\$34,500.00
Diameter of Water Tap (inches) – 4"		\$47,775.00
Diameter of Water Tap (inches) – 6"		\$108,529.00
Diameter of Water Tap (inches) – 8"		\$191,100.00
Diameter of Water Tap (inches) – 10"		\$297,670.00
Diameter of Water Tap (inches) – 12"		\$428,749.00
Diameter of Water Tap (inches) – 16"		\$477,749.00
Sewer Capacity Charges	925.03	
Diameter of Water Tap (inches) – 3/4"		\$5,594.00
Diameter of Water Tap (inches) – 1"		\$9,458.00
Diameter of Water Tap (inches) – 1.5"		\$18,817.00
Diameter of Water Tap (inches) – 2"		\$32,034.00
Diameter of Water Tap (inches) – 3"		\$69,714.00
Diameter of Water Tap (inches) – 4"		\$123,455.00
Diameter of Water Tap (inches) – 6"		\$262,769.00
Diameter of Water Tap (inches) – 8"		\$451,630.00
Diameter of Water Tap (inches) – 10"		\$782,922.00
Diameter of Water Tap (inches) – 12"		\$1,494,042.00
Diameter of Water Tap (inches) – 16"		\$2,595,244.00
Water Capacity Charges – Columbus Water System – Regular Rate Charged by City of Columbus Plus Surcharge	933.13	
Diameter of Water Tap (inches) – 3/4"		\$1,486.00
Diameter of Water Tap (inches) – 1"		\$2,331.00
Diameter of Water Tap (inches) – 1.5"		\$4,955.00
Diameter of Water Tap (inches) – 2"		\$7,927.00
Diameter of Water Tap (inches) – 3"		\$15,750.00
Diameter of Water Tap (inches) – 4"		\$25,126.00
Diameter of Water Tap (inches) – 6"		\$50,080.00
Diameter of Water Tap (inches) – 8"		\$80,249.00
Diameter of Water Tap (inches) – 10"		\$112,285.00
Diameter of Water Tap (inches) – 12"		\$217,285.00
Diameter of Water Tap (inches) – 16"		\$233,351.00
Front Foot Connection Charge		
Sewer Front Foot Connection Charge	925.04	\$50.00 per Front Foot
Water Front Foot Connection Charge	933.08	\$10.00 per Front Foot

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**CITY OF GROVEPORT
UTILITY DEPARTMENT
WATER, SEWER, CLEAN RIVER & STORM WATER FEE SCHEDULE**

DESCRIPTION	CODE SECTION	FEE
Water Special Charges	933.06	
Trip Turn Off Service Non-Payment of Account		\$15.00
Trip to Notify of Non-Payment (Door Hangar)		\$25.00
Trip to Turn On or Off Service at Curb Box Customer Request		No Charge
During Work Hours		
After Regular Working Hours		\$30.00

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