



**Monroe Council Agenda
Regular Meeting of Council
September 23, 2025 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of September 9 and September 15, 2025

Visitors

Nan Cahall & Shawn Cowan - Butler County Elderly Services Advisory Council

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

Ordinance No. 2025-26. An Ordinance rezoning real property containing approximately 61.72 acres located at North Main Street and Todhunter Road from R-R Rural Residential to G-R General Residential Zoning.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development, Parks and Connectivity

Background: An application has been submitted on behalf of The Drees Company requesting a zoning map amendment. The applicant desires to rezone three parcels fronting North Main Street and Todhunter Road from the current RR Rural Residential designation to GR General Residential zoning. These parcels are identified by the Bulter County Auditor as parcel ID's: C1800006000005 [28.04 acres], C1800005000035 [32.95 acres], and C1800005000012 [0.73 acres] as shown in Figure 1 below; collectively 61.72 acres.



Figure 1: Site Location Map

On June 17, 2025, the Planning Commission held a public hearing and reviewed the application. In a vote of 5-0, the Planning Commission moved to recommend approval of the zoning map amendment.

Analysis

City of Monroe Planning and Zoning Code Section 1207.23: Zoning Map Amendment expresses the review criteria for a zoning map amendment. That criteria includes:

1. Compliance with the common review criteria detailed in table 1207.07-1 of the code
2. Changing Conditions
3. Impact Mitigation
4. Community Need
5. Strategic Objectives
6. No Single Factor and Case Determination

Common Review Criteria. This request meets all applicable common review criteria. One of the common review criteria asks if the request is consistent with the comprehensive plan. The current Advance Monroe 2040 Plan designates these parcels as “Mixed Residential”, which is intended for a range of housing types from single-family detached to townhomes. The requested zoning classification, GR General Residential, was established based on the Mixed Residential description.



Changing Conditions. Conditions have not changed since the adoption of the current zoning map in spring 2024.

Impact Mitigation. As with any development, there will be impact on the natural environment. Any future development on this property will need to be designed to mitigate these concerns. For example, the development will need to account for existing streams along the western border and incorporate noise buffering elements along North Main and Todhunter.

Community Need. This development addresses a community need in housing stock diversification. While Drees does intend to develop single-unit detached homes towards the south side of the project, the northern part is proposed to be attached housing. Attached housing has been identified as an important development type for Monroe to achieve given Monroe is nearly 90% single-family detached. Providing options for residents to both retain and attract a variety of community members is critical.

Strategic Objectives. The proposal makes use of existing connections by extending Edgewood Drive to the west, providing additional connectivity to the Brittony Woods subdivision. It also addresses Council's strategic objective of Strategic Growth and Development by adding additional housing to the center of town, which in turn will hopefully bolster commercial development in the area. Finally, development along a primary corridor will come with the addition of a shared use path, which will build upon city-wide connectivity goals.

No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

A Traffic Impact Study has also been conducted and is attached.

Ordinance No. 2025-32. An Ordinance authorizing the issuance of not to exceed \$3,200,000 of real estate acquisition general obligation bond anticipation notes, 2025 renewal, by the City of Monroe, Ohio, in anticipation of the issuance of bonds.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: City Council passed Resolution 12-2023 on February 14, 2023 to allow for reimbursement of expenditures related to a Public Works Facility. Council also passed Ordinance 2023-12 on May 9, 2023 authorizing the City Manager to execute a purchase and sale agreement of ~113 acres in an amount not to exceed \$3,200,000 as part of a future development investment and a new public works facility. The city officially purchased the property on July 20, 2023 for the amount of \$3,143,233.75 utilizing General Fund dollars that were reimbursed with the issuance of \$3,200,000 Bond Anticipation Notes (BANs) with the passage of Ordinance 2023-25. City Council passed Ordinance 2024-22 on September 10, 2024 renewing the bond anticipation notes from 2023.



A BAN is a one-year financing that is required to be renewed annually if not converted into a long-term debt issuance. A BAN issuance requires interest to be paid annually, but does not require a principal payment until converted to a long-term issuance. The interest payment that will be made associated with the 2024 BAN issuance is \$143,600 due November 19, 2025. As the Public Works Facility process continues, in addition to renewing the \$3.2 million BAN for the purchase of the acreage for this property and additional acreage still owned by the city, site work will be necessary during 2026. We are requesting a \$5 million BAN to allow the 2024 BAN renewal to be paid in full and for \$1.8 million in site work to occur from November 2025 - November 2026.

The tentative schedule for these BANs has a 1st Reading of the Ordinance on September 9 and a 2nd Reading on September 23. The official bond closing date is tentatively scheduled for November 18, 2025 ahead of the 2024 BAN maturity date of November 19, 2025.

This is the first of three Ordinances required to be passed related to this bond issuance.

Ordinance No. 2025-33. An Ordinance authorizing the issuance of not to exceed \$1,800,000 of real estate site development general obligation bond anticipation notes, Series 2025, by the City of Monroe, Ohio, in anticipation of the issuance of bonds.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: City Council passed Resolution 12-2023 on February 14, 2023 to allow for reimbursement of expenditures related to a Public Works Facility. Council also passed Ordinance 2023-12 on May 9, 2023 authorizing the City Manager to execute a purchase and sale agreement of ~113 acres in an amount not to exceed \$3,200,000 as part of a future development investment and a new public works facility. The city officially purchased the property on July 20, 2023 for the amount of \$3,143,233.75 utilizing General Fund dollars that were reimbursed with the issuance of \$3,200,000 Bond Anticipation Notes (BANs) with the passage of Ordinance 2023-25. City Council passed Ordinance 2024-22 on September 10, 2024 renewing the bond anticipation notes from 2023.

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The tentative schedule for these BANs has a 1st Reading of the Ordinance on September 9 and a 2nd Reading on September 23. The official bond closing date is tentatively scheduled for November 18, 2025 ahead of the 2024 BAN maturity date of November 19, 2025.



This is the second of three Ordinances required to be passed related to this bond issuance.

Ordinance No. 2025-34. An Ordinance authorizing the issuance of not to exceed \$5,000,000 of various purpose general obligation bond anticipation notes, Series 2025, by the City of Monroe, Ohio, in anticipation of the issuance of bonds.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: City Council passed Resolution 12-2023 on February 14, 2023 to allow for reimbursement of expenditures related to a Public Works Facility. Council also passed Ordinance 2023-12 on May 9, 2023 authorizing the City Manager to execute a purchase and sale agreement of ~113 acres in an amount not to exceed \$3,200,000 as part of a future development investment and a new public works facility. The city officially purchased the property on July 20, 2023 for the amount of \$3,143,233.75 utilizing General Fund dollars that were reimbursed with the issuance of \$3,200,000 Bond Anticipation Notes (BANs) with the passage of Ordinance 2023-25. City Council passed Ordinance 2024-22 on September 10, 2024 renewing the bond anticipation notes from 2023.

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The tentative schedule for these BANs has a 1st Reading of the Ordinance on September 9 and a 2nd Reading on September 23. The official bond closing date is tentatively scheduled for November 18, 2025 ahead of the 2024 BAN maturity date of November 19, 2025.

This is the last of three Ordinances required to be passed related to this bond issuance.

New Business

Resolution No. 55-2025. A Resolution approving a Then-and-Now Certificate in the amount of \$26,969.92 to CivicPlus, LLC for hosting, security, and integration services.

Sponsor: Kacey Waggaman

Strategic Priority: Communication and Interpersonal Connections



Background: This invoice includes annual fees for: Platinum Hosting and Security per domain, Forms Encryption, AudioEye, Website Annual Fee for Hosting & Support, 48 Month Redesign, Proprietary CP Mobile app sheet, API management, and Central Integration. The services are effective 7/17/2025 - 7/16/2026. The past due invoice was recently received in the mail with a notice that prior email attempts had failed. Staff has updated the company with the correct contact information for the current staff that will be managing the contract in the future.

Resolution No. 56-2025. A Resolution authorizing the City Manager to execute required documents to apply for the Ohio Public Works Commission Grant for a waterline replacement and storm sewer upgrade project.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This resolution authorizes the City Manager to sign an application for the OPC grant. This is necessary legislation through the grant application process. The application is for a waterline replacement and storm sewer upgrade project on Garver Rd. It runs from State Route 63 to Deneen Ave.

Resolution No. 57-2025. A Resolution amending Emergency Resolution No. 45-2007 to adjust the requirements for tax abatements associated with remodeling of property.

Sponsor: Seth Geisler

Strategic Priority: Strategic Growth and Development

Background: To better align with the Downtown Master Plan, updates are proposed to Monroe's CRA #2. These revisions include:

- Removal of Sections 4(a) and 4(b), with a redrafted version of 4(a) to allow CRA #2 to support residential remodeling projects involving one or more units.
- Removal of Section 4(c), which eliminates abatements for new single-family home construction.

Consideration of Motion to authorize the expenditure of \$18,000 to Rick's Striping and Seal Coating Inc. for sealcoating and restriping the parking lot at Monroe Community Park.

Sponsor: Brian Perkins

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for seal coating and re-striping the parking lot at Monroe Community Park. It has been several years since this was last done. This will help preserve this area and extend the time before it has to be repaved. This was in the capital budget for 2025.



Consideration of Motion authorizing the expenditure of \$119,682 to Buckeye State Pipe & Supply Co. for the purchase of bulk water meters and cellular endpoints.

Sponsor: Zach McNutt

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for the purchase of bulk water meters and cellular endpoints. This is budgeted for out of the funds collected through the monthly fee assessed to each water account for meter replacement. The total cost of this purchase is \$119,682.00

Administrative Reports

Executive Session

To consider confidential information related to the specific business strategy, trade secrets, or financial statements of an applicant for economic development assistance, and to discuss the appointment of a public official.

Adjournment