



**Monroe Council Agenda
Regular Meeting of Council
January 27, 2026 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of January 13, 2026

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

New Business

Resolution No. 05-2026. A Resolution accepting the lowest and/or best quote submitted for the Plaza South Shopping Center exterior door project and authorizing the City Manager to enter into a contract by and between the City of Monroe and Midwest Industrial Door, LLC.

Sponsor: Seth Geisler

Strategic Priority: Strategic Growth and Development

Background: Monroe South Plaza Exterior Door Project - Winning Quote \$21,798 - Midwest Industrial Door

Resolution No. 06-2026. A Resolution accepting the lowest and/or best quote submitted for the Plaza South Shopping Center protective bollards and authorizing the City Manager to enter into a contract by and between the City of Monroe and Construction Specialists.

Sponsor: Seth Geisler

Strategic Priority: Strategic Growth and Development



Background: Monroe South Plaza Protective Bollards for condenser units. Winning quote is \$5,750.00 from Construction Specialists.

Resolution No. 07-2026. A Resolution accepting the lowest and/or best quote submitted for the Plaza South Shopping Center demising wall and authorizing the City Manager to enter into a contract by and between the City of Monroe and Construction Specialists.

Sponsor: Seth Geisler

Strategic Priority: Strategic Growth and Development

Background: Monroe South Plaza Demising Wall for Unit 3 - Winning Quote \$23,570 - Construction Specialists

Ordinance No. 2026-01. An Ordinance amending and supplementing Ordinance No. 2025-51, otherwise known as the Permanent Appropriations Ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2026.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: The 2025 Capital Budget included \$400,000 in State Capital grant funds for improvements at the PD/Strip Center under Project # 5PW12. \$270,813 of these funds were spent or encumbered during 2025, leaving \$129,187 in grant funds still available. These remaining funds need to be appropriated in 2026 in order to be spent this year.

The 2026 Capital Budget includes \$120,600 for LifePak 35 Units under Project # 6FD02 and \$50,000 for a Sign Truck under Project # 6PW11. Both of these projects were originally budgeted within the Capital Improvement Fund. However, both projects should have been included within the Income Tax Capital Fund. This appropriation adjustment moves the two projects between funds.

Administrative Reports

Council Work Session Discussion

Executive Session

To discuss the appointment of a public official.

Adjournment



**Monroe Council Minutes
Regular Meeting of Council
January 13, 2026 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Law Director Hemenway administered the Oath of Office to the newly elected members of Council – Jordan Brown, Molly Cloyd, and Todd Hickman.

Pledge of Allegiance

Mayor Funk opened the regular meeting of Council at 6:30 p.m. with the Pledge of Allegiance.

Roll Call

Council members present – Jordan Brown, Molly Cloyd, Keith Funk, Michael Graves, Tom Hagedorn, Christina McElfresh, and Todd Hickman.

Appointment of Mayor

Mr. Funk and Mr. Hagedorn announced that they would like to be considered for Mayor. There were no nominations.

The ballot vote for Mr. Funk and Mr. Hagedorn was read by the Clerk of Council as follows:

Voting for Mr. Funk as Mayor were: Christina McElfresh, Keith Funk, Michael Graves, and Todd Hickman.

Voting for Mr. Hagedorn as Mayor were: Molly Cloyd, Tom Hagedorn, and Jordan Brown.

Mrs. McElfresh moved to appoint Keith Funk as Mayor; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Appointment of Vice Mayor

Mrs. McElfresh and Ms. Cloyd announced that they would like to be considered for Vice Mayor. There were no nominations.

The ballot vote for Mrs. McElfresh and Ms. Cloyd was read by the Clerk of Council as follows:

Voting for Ms. Cloyd as Vice Mayor were: Molly Cloyd, Jordan Brown, and Tom Hagedorn.

Voting for Mrs. McElfresh as Vice Mayor were: Keith Funk, Christina McElfresh, Todd Hickman, and Michael Graves.



Mr. Funk moved to appoint Christina McElfresh as Vice Mayor; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Law Director Hemenway administered the Oath of Office to Keith Funk as Mayor and Christina McElfresh as Vice Mayor.

Approval of the Minutes

Mrs. McElfresh moved to approve the Council Minutes of December 9 and 16, 2025; seconded by Mr. Hagedorn. Voice vote. Motion Carried.

Visitors

Chief Leverage opened the presentation by stating that the individuals being recognized exemplify the true meaning of public service and by introducing Jordan Jeffries of Premier Health.

Mr. Jeffries stated that it was a privilege to present the awards, noting that they recognize a moment when these individuals performed their duties with excellence.

Mandy Birdwell, a resident and family member of the patient, spoke regarding the skill, quality, speed, and coordination of the response, which contributed to her father's full recovery.

Mr. Jeffries presented Certificates to Lt. Joe Carey, FF/EMT Travis Terry, FF/EMT Daniel Sewak, FF/PM Andrew Caron, and FF/PM Jake Zeckser. Community Hero Awards were presented to Butler County Dispatcher Connor Kuhn and Mandy Birdwell.

Committee Reports

None.

Old Business

None.

New Business

Resolution No. 01-2026. A Resolution accepting the lowest and/or best quote submitted for the Plaza South Shopping Center gas project and authorizing the City Manager to enter into a contract by and between the City of Monroe and B&E Plumbing.

The Clerk of Council read Resolution No. 01-2026 by title only.

Mrs. McElfresh moved to adopt Resolution No. 01-2026; seconded by Mr. Graves. Roll call vote: seven ayes. Motion carried.



Resolution No. 02-2026. A Resolution instructing the Director of Finance to request an advancement of taxes assessed and collected on behalf of the City of Monroe from the Auditors of Butler and Warren Counties.

The Clerk of Council read Resolution No. 02-2026 by title only.

Mrs. McElfresh moved to adopt Resolution No. 02-2026; seconded by Mr. Hagedorn. Roll call vote: seven ayes. Motion carried.

Resolution No. 03-2026. A Resolution authorizing the City Manager or designee to apply for any and all grant funds; provided that acceptance of any grant funds, including matching funds, must be specifically approved by Council.

The Clerk of Council read Resolution No. 03-2026 by title only.

Mrs. McElfresh moved to adopt Resolution No. 03-2026; seconded by Mr. Graves. Roll call vote: seven ayes. Motion carried.

Resolution No. 04-2026. A Resolution approving a Then-and-Now Certificate in the amount of \$10,934.83 to Stryker Sales Corporation for the purchase of a maintenance plan for fire department equipment.

The Clerk of Council read Resolution No. 04-2026 by title only.

Mr. Hagedorn asked about the duration of the maintenance plan. Chief Leverage explained that the plan is a one-year contract covering all LifePak and LUCAS CPR devices.

Mrs. McElfresh asked whether the plan would cover both the LifePak 15 and LifePak 35 devices. Chief Leverage stated that the Fire Department will temporarily operate a mixed fleet. The maintenance plan covers the LifePak 15 devices, while the LifePak 35 devices are currently under a one-year manufacturer's warranty.

Mr. Hickman asked how long the Fire Department expects to retain the LifePak 15 devices. Chief Leverage responded that he anticipates transitioning them out over the next three to four years. He further noted that the LifePak 35 devices are assigned to frontline medic units, while the LifePak 15 devices are used on fire apparatus.

Mrs. McElfresh asked for confirmation of the maintenance plan term. Chief Leverage reiterated that the plan is for one year and explained that Stryker maintenance plans are structured as four-year agreements billed annually. He noted that the current year concludes the existing four-year plan and that, in 2027, the Fire Department will work with Stryker to develop a new four-year plan, including equipment purchases.

Mrs. McElfresh moved to adopt Resolution No. 04-2026; seconded by Mr. Hagedorn. Roll call vote: seven ayes. Motion carried.

Consideration of Motion authorizing the expenditure of \$111,121.58 to Stryker Sales Corporation for the purchase of two LifePak 35 monitors.



Mrs. McElfresh moved to authorize the expenditure of \$111,121.58 to Stryker Sales Corporation for the purchase of two LifePak 35 monitors; seconded by Mr. Hickman. Voice vote. Motion carried.

Consideration of Motion appointing a member of Council to serve on Planning Commission.

Mr. Hickman moved to appoint Christina McElfresh to serve as Council's representative to Planning Commission; seconded by Mr. Funk. Voice vote. Motion carried.

Administrative Reports

Mr. Lester shared that the 2026-2030 capital improvement program and 2026 annual operating budget have been published online for public access. He also shared that the Citizens Police Academy begins January 15 and will run each Thursday evening from 6:30 – 9:30pm until April 2. Mr. Lester stated that Council is invited to the Annual Chamber of Commerce Meeting on January 22 at 5:00pm in the Middletown Event Center.

Mr. Graves expressed appreciation to the Fire Department and Chief Leverage for the Life Saving Awards presented, commending the department's training and professionalism.

Executive Session

Mrs. McElfresh moved to enter into Executive Session to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action; seconded by Mr. Graves. Roll call vote: seven ayes. Motion carried.

Council entered into executive session at 7:05 p.m.

Mrs. McElfresh moved to reconvene into regular session; seconded by Mr. Hagedorn. Voice vote: seven ayes. Motion carried.

Council reconvened into regular session at 7:53 p.m.

Adjournment

Mrs. McElfresh moved to adjourn; seconded by Mr. Hickman. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:53 p.m.

Respectfully submitted,

Beth Combs
Clerk of Council

RESOLUTION NO. 05-2026

A RESOLUTION ACCEPTING THE LOWEST AND/OR BEST QUOTE SUBMITTED FOR THE PLAZA SOUTH SHOPPING CENTER EXTERIOR DOOR PROJECT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT BY AND BETWEEN THE CITY OF MONROE AND MIDWEST INDUSTRIAL DOOR, LLC.

WHEREAS, the City of Monroe obtained quotes for the Plaza South Shopping Center exterior door project; and

WHEREAS, based on the quotes received, Midwest Industrial Door, LLC has been determined to have submitted the lowest and/or best quote for the project; and

WHEREAS, funds will be appropriated from the 2024 OBM Grant Agreement, which provides for improvements to the Plaza South Shopping Center to enhance its use for retail purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The quote submitted by Midwest Industrial Door, LLC in the amount of \$21,798 is hereby accepted as the lowest and/or best quote for the Plaza South Shopping Center exterior door project.

SECTION 2: The City Manager is hereby authorized to enter into a contract by and between the City of Monroe and Midwest Industrial Door, LLC pursuant to the terms and conditions set forth in the quote documents.

SECTION 3: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

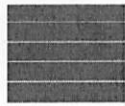
PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor



MIDWEST INDUSTRIAL DOOR, LLC.



633 North Wayne Ave., Cincinnati, OH 45215
P: 513-851-6644

PROPOSAL 911495

Submitted to: Anchor Property Management

Phone:

Date: 10/02/2025

Billing Address:

City of Monroe
233 S Main ST
Monroe Ohio 45050

Shipping Address:

Anchor Property Management
665-685 Main street
Monroe Ohio

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO:

Back of building

We will cut and remove the block Unit 1-2-4 along with adding new steel lintels above them 3 new cut outs and the existing one already installed unit 5 . We will install the following.

- 3- 7 3/4 welded frames
- 3- Metal entry doors 3070
- 3- Panic devices
- 3- Pull handles with keyed entry all keyed different for each customer
- 3- Closers
- 3- Thresholds
- 3- Sweeps
- 3- Weather seals

We propose hereby to furnish material and labor in accordance with above specifications, for the sum of:

\$21,798.00

Terms

Lead time, from the time of order will be 2-4 Week(s)

If Paying by Credit Card Please Include 3% Convenience Charge to Quoted Price

All material is guaranteed to be as specified. All work to be completed according to standard practices. Any alteration, modification or deviation from above specifications resulting in extra costs will be additional charges over and above the estimate. All agreements contingent upon strikes, accidents or delays are beyond our control. Owner is to carry fire, tornado and other necessary insurance. Owner is responsible for building permits and fees. Not responsible for any chipping or cracking of wall during removal of existing door. All labor and materials are guaranteed for 1 year (unless damaged by misuse).

NOTE: This proposal may be withdrawn if not accepted within 30 days.

Mike Meeker

Email: MikeMeeker@MWIdoor.com

Signature. Midwest Industrial Door, LLC

ACCEPTANCE OF PROPOSAL

The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Signature _____ ***Date of Acceptance*** _____

Printed Name and Title _____ ***Purchase Order #*** _____

Thank you for calling Midwest Industrial Door, LLC.

CONSTRUCTION SPECIALISTS

Complete Building, Remodeling and Repair Service
4884 Guerley Road, Cincinnati, Ohio 45238

(513) 921-3781

CONTRACT:

SUBMITTED TO: City of Monroe	JOB NAME: Plaza South Shopping Center
ADDRESS: 233 S. Main St.	JOB ADDRESS: 660 S. Main St.
CITY: Monroe	JOB CITY: Monroe
STATE: Ohio	JOB STATE: Ohio
ZIP: 45050	JOB ZIP: 45044

Construction Specialists hereby agrees to furnish all materials and perform all labor necessary for the completion of the above named project as outlined in the following specifications and costs, and attached specifications and costs, if any:

Job Specifications:

Job Specifications

Quote #1 Unit 3:

- Demolition of interior partition in Unit 3 to prepare for new demising wall.
- Build new demising wall up to steel beam using 3 5/8" x 14' metal studs, set in metal tracking.
- Install 5/8" drywall on Unit 3 side with (2) layers of 5/8" Firecore drywall for a 1-hour fire wall.
- Finish drywall on Unit 3 side, ready to receive paint.
- Remove adhesive in Unit 3 (only) and provide a smooth floor for the new flooring.
- Replace damaged ceiling track in Unit 3 to prepare for new ceiling pads.
- Install all new 2" x 4" ceiling panels throughout the space.
- All Labor & Materials: \$20,320.00

Quote #2:

- Remove remaining adhesive in Units 1 & 2.
- Provide a smooth floor to ready for the (new) flooring.
- All Labor & Materials: \$3,250.00

Quote #3:

- **Cut openings for (new) doors in Units 1, 2, & 5 (40"x 86") on rear block wall.**
- **Install solid concrete headers for finish of door openings.**
- **Install (new) metal frames for each 3'0"x 7'0" steel door units.**
- **Install (3) new metal doors on the door frames with (3) 4" hinges on each door.**
- **Install (new) panic hardware on all (3) doors.**
- **Install (new) handle and key outlets on exterior of all (3) doors.**
- **Install (new) thresholds and (new) automatic door closers on all (3) doors.**
- **Seal around frames on door in Unit #4 and install (new) door header and (new) hardware.**
- **Haul away all debris.**
- **All Labor & Materials: \$25,586.00**

Terms and conditions:

- **Balance Due On Job Completion.**

All materials are guaranteed as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications including extra costs will be executed only upon written orders, and will become extra charge over and above the estimate. All agreements are contingent upon delays beyond Construction Specialists' control. Owner is expected to carry fire, tornado, and other necessary insurance.

Authorized Signature

Date

Acceptance of Contract

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

I _____ hereby authorize Construction Specialists and its affiliates to perform the work as specified. The schedule of payments is to be made as outlined above.

Authorized Customer Signature

Date

RESOLUTION NO. 06-2026

A RESOLUTION ACCEPTING THE LOWEST AND/OR BEST QUOTE SUBMITTED FOR THE PLAZA SOUTH SHOPPING CENTER PROTECTIVE BOLLARDS AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT BY AND BETWEEN THE CITY OF MONROE AND CONSTRUCTION SPECIALISTS.

WHEREAS, the City of Monroe obtained quotes for the Plaza South Shopping Center protective bollards for condenser units; and

WHEREAS, based on the quotes received, Construction Specialists has been determined to have submitted the lowest and/or best quote for the project; and

WHEREAS, funds will be appropriated from the 2024 OBM Grant Agreement, which provides for improvements to the Plaza South Shopping Center to enhance its use for retail purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The quote submitted by Construction Specialists in the amount of \$5,750 is hereby accepted as the lowest and/or best quote for the Plaza South Shopping Center protective bollards.

SECTION 2: The City Manager is hereby authorized to enter into a contract by and between the City of Monroe and Construction Specialists pursuant to the terms and conditions set forth in the quote documents.

SECTION 3: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

CONSTRUCTION SPECIALISTS

Complete Building, Remodeling and Repair Service
4884 Guerley Road, Cincinnati, Ohio 45238

(513) 921-3781

CONTRACT:

SUBMITTED TO: City of Monroe	JOB NAME: Plaza South Shopping Center
ADDRESS: 233 S. Main St.	JOB ADDRESS: 660 S. Main St.
CITY: Monroe	JOB CITY: Monroe
STATE: Ohio	JOB STATE: Ohio
ZIP: 45050	JOB ZIP: 45044

Construction Specialists hereby agrees to furnish all materials and perform all labor necessary for the completion of the above named project as outlined in the following specifications and costs, and attached specifications and costs, if any:

Job Specifications:

Repair Work

- Install (10) 4"x 6" steel bollards on rear side of building. (Area marked by Landlord.)
- Cut out concrete with a 6" core bit 24" deep.
- Set post in holes and fill with concrete.
- Fill inside of the posts with concrete to the top.
- Note: We will contact "Call Before You Dig" company to inspect for any underground utilities marked.

All Labor & Materials: \$5,750.00

Terms and conditions:

- Payment Due On Job Completion.

Tom Howard
Anchor Associates



City of Monroe, 233 S. Main Street, Monroe, OH. - 10 New Bollards
665 S Main Street
Monroe, OH 45050

www.klekamp.com

10 New Bollards to Install

10 new bollards to install.
(2) per condenser unit.

Total Bid: \$7,500.00

Heartland Paving Partners – Standard Terms & Conditions

Applicability: These Standard Terms & Conditions apply to all projects performed by Heartland Paving Partners (operating locally as Klekamp & Company, LLC and any of its affiliated entities or locations, collectively referred to as “HPP.”

1. Scope of Work & Exclusions

- Any work beyond the explicitly stated scope requires a separate written agreement.
- Heartland Paving Partners (HPP) will not be responsible for:
 - Damage to sealcoating caused by sprinkler systems or water runoff.
 - Drainage issues resulting from existing site grades with slopes of less than 2%.
 - Damage to underground utilities, sprinkler lines, or improperly buried utilities.

- Any task or work scope not specifically detailed in the approved proposal.
 - Testing, inspections, permits, or associated fees unless specifically included.
 - Site preparation, excavation, backfill, layout, or engineering unless explicitly listed in the proposal.
 - Unforeseen site conditions including, but not limited to, hidden utilities, poor subgrade, or hazardous materials. If these are encountered, HPP reserves the right to issue a change order for necessary additional work.
- Downtime: If work is halted due to safety concerns or site conditions beyond HPP's control (e.g., moving trains or other unforeseen site interruptions), downtime will be tracked and billed at \$2,000 per hour, prorated based on actual downtime. Charges cover labor, equipment, and trucking. Additionally, unused materials from asphalt plants due to downtime will be billed separately. Downtime and associated costs will be reported daily to the Customer.

2. Project Requirements & Customer Responsibilities

The Customer shall be responsible for:

- Obtaining permits, bonds, and paying any required fees, unless specified otherwise.
- Ensuring unrestricted access to the job site, including removing vehicles and other obstructions.
- Notifying tenants and service providers about project scheduling.
- Turning off all sprinkler systems at least 24 hours before work begins, and keeping them turned off for a minimum of 48 hours after completion.
- Any required excavation, soil stabilization, or material replacement resulting from unsuitable conditions, which will be at the Customer's expense.

3. Scheduling & Delays

- Project scheduling will be coordinated directly with the Customer. Delays caused by Customer actions or inactions may result in additional charges.
- HPP is not responsible for delays caused by:
 - Weather conditions, acts of nature, government actions, or other force majeure events.
 - Delays involving third-party contractors or suppliers.
 - Unanticipated site conditions requiring additional work.
- Cold, wet, or otherwise inclement weather may delay work or affect asphalt and sealcoating quality. Any work performed under adverse conditions at the Customer's explicit request is not covered by HPP's warranty.

4. Payment Terms

Payment terms and structure are as follows:

- Deposit: A deposit may be required before scheduling work.
- Progress Billing: Invoices may be issued weekly, bi-weekly, or upon project completion, based on project length and complexity.
- Final Payment: Due within 30 days from the final invoice date.
- Late Payments: Outstanding balances are subject to a late payment charge of 1.5% per month (18% annually). *(Note: Payment terms of net 45–60 may be available and must be agreed upon separately.)*
- If payment is not received within 60 days of the invoice due date, HPP reserves the right to file a lien against the property in compliance with applicable state laws, including required notices and filing deadlines.
- Financing: Projects financed through CreditKey or other financing partners will include a one-time transaction fee of up to 3.99% of the total contract amount, payable by the Customer.

5. Warranty & Liability

- HPP warrants its workmanship and materials against defects for one

year from project completion.

This warranty expressly excludes:

- Normal wear and tear.
 - Damage from improper use, lack of proper maintenance, or adverse weather conditions.
 - Issues arising from site conditions or circumstances beyond HPP's control.
- HPP's total liability under this agreement shall never exceed the total contract amount.
 - HPP will not be liable for indirect, incidental, or consequential damages, including lost profits, downtime, or business interruptions.
 - Warranty repairs shall be performed at HPP's sole discretion and may involve patching, resurfacing, or other appropriate corrective measures.

6. Acceptance & Legal Considerations

- This document constitutes the complete agreement between HPP and the Customer, superseding all prior written or oral agreements.
- No modifications or amendments to this Agreement will be valid unless they are documented in writing and signed by authorized representatives of both parties.
- This Agreement shall be governed by and construed according to the laws of the State of Illinois, without regard to conflicts of law principles, unless explicitly agreed otherwise in writing.
- Disputes arising under or related to this Agreement shall be resolved through arbitration or legal proceedings exclusively in DuPage County, Illinois, or the jurisdiction where the project is located, at the discretion of Heartland Paving Partners.
- Both parties explicitly waive their right to a jury trial in any dispute arising from this Agreement.

The prevailing party in any arbitration or litigation arising from or related to this Agreement shall be entitled to reimbursement of reasonable

attorney's fees, court costs, and related litigation expenses.

Sincerely,
Klekamp & Company

Jake Helphinstine
Business Development Executive

Acceptance: As an authorized agent for the above, I accept this proposal for \$_____.

Signature: _____ Date: _____.

A large orange triangle pointing upwards, centered on the page.

www.klekamp.com



Neyra Paving, Inc.
10750 Evendale Drive
Cincinnati, OH 45241
513-733-1001

www.neyrapaving.com

CITY OF MONROE, 233 S. MAIN ST., MONROE OH

Date: 11/25/2025

Labor Type: STANDARD WAGES

Tax Exempt: TAXABLE

Plans: ATTACHED IMAGES

Neyra Paving is pleased to submit our proposal for the above referenced project. Please review the following specs. Please do not hesitate to contact [Zach Paugstat](#) with any questions.

UTILITY LOCATION

- a. Locate underground utilities.

BOLLARDS

- a. Excavate As required
- b. Furnish and install new concrete filled Bollards

MOBILIZATION

- a. Cost to mobilize men and Equipment

Description	Quantity	Unit	Unit Price	Total
UTILITY LOCATION	1	EA	\$840.00	\$840.00
BOLLARDS	10	EA	\$800.00	\$8,000.00
MOBILIZATION	1	EA	-----	Included
Total Project Cost				\$8,840.00



Neyra Paving, Inc.
10750 Evendale Drive
Cincinnati, OH 45241
513-733-1001

www.neyrapaving.com

Notes:

- All work is to be completed in a workmanlike manner according to standard practices as weather permits. All work is warranted for a period of one year from date of completion. Neyra will not be responsible for cracks caused by weather conditions or ground movements, worn sealer, paving and concrete that is subjected to premature traffic.
- Neyra is not liable for water that does not drain properly on asphalt surfaces with less than 2% slope.
- Neyra is not liable for any existing surface damage that occurs due to normal construction traffic while work is being performed.
- Neyra is not responsible for damage to underground utilities.
- If Additional Mobilizations are required Neyra will add \$2,000.00 per additional requested mobilization.
- Subgrade to be provided to Neyra Paving at +/- .5" when others are performing earthwork or excavation.
- Any testing required by Neyra Paving will be an added charge.
- Project Schedule: the above proposal is based on scheduling our work Monday – Saturday.
- This proposal may be withdrawn if not accepted within 30 days. Our Suppliers have indicated to us that due to the instability of the world oil market pricing precautions need to be taken. Therefore, contracts issued after 30 days of the quote date will need to be confirmed and approved in conjunction with our suppliers.
- Any permits and/or inspection fees required by governmental agencies will be billed extra, at cost.
- Proposal excludes "staged" construction. Any maintenance and/or repairs of temporary base and/or asphalt pavement used by construction traffic will be an extra to the contract.
- All work is to be completed in a workmanlike manner according to standard practices as weather permits. All work is guaranteed to be installed as specified and is warranted for a period of one year from date of completion.
- Our work and workers are fully insured.
- Terms Net 30 days. There is a 1 1/2% per month service charge on all past due amounts.
- Neyra Paving is a Certified MBE with the Southern Ohio Minority Business Council.

Exclusions: (unless included in line item pricing)

Permits
Excavation
Undercuts
Geotechnical Engineer
Pipe / Utilities
Staking/Layout
Fence posts & foundations

Testing
Prime Coat
Utility Location other than OUPS
Thermoplastic Striping
Asphalt Patching
Integral Sidewalks
Excess Cleaning of Asphalt

Bid Bond
Performance Bond
Geotextile Fabrics
Underdrain
Brick Pavers
Core Samples
Signage

Very truly yours,
Zach Paugstat
NEYRA PAVING

ACCEPTANCE OF PROPOSAL - the above or attached prices and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Accepted Dollar Amount

Signature

Name (Please Print)

Date

RESOLUTION NO. 07-2026

A RESOLUTION ACCEPTING THE LOWEST AND/OR BEST QUOTE SUBMITTED FOR THE PLAZA SOUTH SHOPPING CENTER DEMISING WALL AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT BY AND BETWEEN THE CITY OF MONROE AND CONSTRUCTION SPECIALISTS.

WHEREAS, the City of Monroe obtained quotes for the Plaza South Shopping Center demising wall for Unit 3; and

WHEREAS, based on the quotes received, Construction Specialists has been determined to have submitted the lowest and/or best quote for the project; and

WHEREAS, funds will be appropriated from the 2024 OBM Grant Agreement, which provides for improvements to the Plaza South Shopping Center to enhance its use for retail purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MONROE, STATE OF OHIO, THAT:

SECTION 1: The quote submitted by Construction Specialists in the amount of \$23,570 is hereby accepted as the lowest and/or best quote for the Plaza South Shopping Center demising wall.

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SECTION 3: This measure shall take effect and be in full force from and after its passage pursuant to Section 7.08 (C) of the Charter.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

Project Name:	Anchor & Associates - Monroe Project
Project Location:	665 S. Main Street
Bid Date:	12/18/2025

NO.	DESCRIPTION		Bid	Notes		
0.0 - PRECONSTRUCTION SERVICES						
a.	Preconstruction Time		\$1,700.00			
b.	Design and Engineering		\$3,500.00	KBA Architects		
c.	Permitting Allowance		\$3,500.00	Allowance		
d.	Builder's Risk Insurance		\$1,500.00			
e.	Bonds		\$0.00			
0.0 - PRECONSTRUCTION SERVICES			\$10,200.00			
1.0 - GENERAL CONDITIONS						
a.	General Conditions		\$16,450.00			
1.0 - GENERAL CONDITIONS			\$16,450.00			
2.0 - CONSTRUCTION						
Demising Wall Install						
a.	12 LF	DEMOLISH GYP PARTITIONS TO ALLOW FOR INSTALLATION OF DEMISING WALL	\$12,590.00	EXCLUSIONS:		
	60 LF	14' H 3-5/8" / 20G / 16" O.C / GYP 1 SIDE W/ LEVEL 4 FIN		* BATT INSULATION IN DEM WALL		
	480 SF	REWORK EXISTING CEILING GRID ON TENANT SIDE OF DEM WALL		* PATCHING / PAINTING OF EXISTING GYP WALLS & EXISTING DOORS		
	1,316 SF	PROVIDE / INSTALL NEW 2X4 LAY-IN CEILING TILES (BASIS OF DESIGN- RADAR)		* CONCRETE GRINDING EXCLUDES PATCHING CONCRETE DEFECTS & SEALAING JOINTS, & FINISH SEALER		
	1,316 SF	GRIND CONCRETE FLOOR TO REMOVE EXISTING ADHESIVE		* OFF-HOUR SHIFTS		
				* FIRE CAULK / INSULATION		
				* PLUMBING		
				* BATHROOMS OTHER THAN CEILING TILES		
				* ELECTRICAL		
				* MECHANICAL OTHER THAN MOVING 1EA GRILLE		
Alternate Request by Anchor & Associates						
b.	2,900 SF	GRIND CONCRETE FLOOR TO REMOVE EXISTING ADHESIVE	\$4,625.00	Alternate		
Alternate Request by Anchor & Associates			\$4,625.00			
2.21 - FIRE SUPPRESSION						
a.	Wet Pipe Sprinkler System		\$0.00	No cost has been added for fire suppression adjustments		
2.21 - FIRE SUPPRESSION			\$0.00			
2.26 - ELECTRICAL						
a.	Electrical & HVAC		\$0.00	No cost has been added for Electrical or HVAC adjustments		
2.26 - ELECTRICAL			\$0.00			
2.27 - COMMUNICATIONS						
a.	Phone System & Internet		\$0.00	No budget or allowance has been added for phone or Internet		
2.27 - COMMUNICATIONS			\$0.00			
2.28 - ELECTRONIC SAFETY AND SECURITY						
a.	Fire Alarm		\$0.00	No budget or allowance has been added for low voltage systems		
b.	Security and CCTV		\$0.00			
c.	Access Control					
2.28 - ELECTRONIC SAFETY AND SECURITY			\$0.00			
3.0 - GENERAL CONTRACTOR FEE & CONTINGENCY						
3.0 - GC FEE						
a.	Subtotal of Preconstruction		\$10,200.00			
b.	Subtotal of General Conditions		\$16,450.00			
c.	Subtotal Construction		\$12,590.00			
d.	SUBTOTAL A+B+C		\$39,240.00			
3.0 - GC FEE			\$10,000.00			
FINAL TOTAL			\$49,240.00			
SUGGESTED CONTINGENCY			\$2,500.00			
GRAND TOTAL			\$51,740.00			

CLARIFICATIONS/EXCLUSIONS:

- Project Durations Estimated at 4 - 5 weeks
- Project will be permitted w/ Warren County Building Department
- Architect fee's are included in proposal
- No cost has been added in the budget for additional fire extinguishers
- No fire suppression head relocations are in the proposal

CONSTRUCTION SPECIALISTS

Complete Building, Remodeling and Repair Service
4884 Guerley Road, Cincinnati, Ohio 45238

(513) 921-3781

CONTRACT:

SUBMITTED TO: City of Monroe	JOB NAME: Plaza South Shopping Center
ADDRESS: 233 S. Main St.	JOB ADDRESS: 660 S. Main St.
CITY: Monroe	JOB CITY: Monroe
STATE: Ohio	JOB STATE: Ohio
ZIP: 45050	JOB ZIP: 45044

Construction Specialists hereby agrees to furnish all materials and perform all labor necessary for the completion of the above named project as outlined in the following specifications and costs, and attached specifications and costs, if any:

Job Specifications:

Job Specifications

Quote #1 Unit 3:

- Demolition of interior partition in Unit 3 to prepare for new demising wall.
- Build new demising wall up to steel beam using 3 5/8" x 14' metal studs, set in metal tracking.
- Install 5/8" drywall on Unit 3 side with (2) layers of 5/8" Firecore drywall for a 1-hour fire wall.
- Finish drywall on Unit 3 side, ready to receive paint.
- Remove adhesive in Unit 3 (only) and provide a smooth floor for the new flooring.
- Replace damaged ceiling track in Unit 3 to prepare for new ceiling pads.
- Install all new 2" x 4" ceiling panels throughout the space.
- All Labor & Materials: \$20,320.00

Quote #2:

- Remove remaining adhesive in Units 1 & 2.
- Provide a smooth floor to ready for the (new) flooring.
- All Labor & Materials: \$3,250.00

Quote #3:

- **Cut openings for (new) doors in Units 1, 2, & 5 (40"x 86") on rear block wall.**
- **Install solid concrete headers for finish of door openings.**
- **Install (new) metal frames for each 3'0"x 7'0" steel door units.**
- **Install (3) new metal doors on the door frames with (3) 4" hinges on each door.**
- **Install (new) panic hardware on all (3) doors.**
- **Install (new) handle and key outlets on exterior of all (3) doors.**
- **Install (new) thresholds and (new) automatic door closers on all (3) doors.**
- **Seal around frames on door in Unit #4 and install (new) door header and (new) hardware.**
- **Haul away all debris.**
- **All Labor & Materials: \$25,586.00**

Terms and conditions:

- **Balance Due On Job Completion.**

All materials are guaranteed as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications including extra costs will be executed only upon written orders, and will become extra charge over and above the estimate. All agreements are contingent upon delays beyond Construction Specialists' control. Owner is expected to carry fire, tornado, and other necessary insurance.

Authorized Signature

Date

Acceptance of Contract

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

I _____ hereby authorize Construction Specialists and its affiliates to perform the work as specified. The schedule of payments is to be made as outlined above.

Authorized Customer Signature

Date

DRK Construction Services

PROPOSAL

SUBMITTED TO: Tom Howard
COMPANY: Anchor Property Management
ADDRESS: 4901 Hunt Road #102
Blue Ash, OH 45242

DATE: 12/3/2025
JOB NAME: Monroe Shopping Center
LOCATION: Monroe, OH
TRACKING #: 2025-124

We are pleased to submit this proposal per detailed scope below

Demo inclusive of:

- Remove section of wall to column line – To be tied into new wall

Walls inclusive of:

- Frame walls to underside of beam
- Drywall (1) side of wall to deck, (2) layers of 5/8" drywall
- Provide finishing for (1) side of demising wall
- Tie in existing walls into new demising wall
- Provide finishing for wall tie in area

Flooring inclusive of:

- Scrape glue on tenant side only (*Vacancy & restrooms to remain existing*)

Ceilings inclusive of:

- Patch existing grid on tenant side as needed
- Furnish & install new 2x4 fine fissured pads in all rooms on tenant side

HVAC inclusive of:

- Relocate (3) diffusers to room 3 side of beam
- *Base bid does NOT include permits, drawings or air balance – see alternate for add if required*

Electrical inclusive of:

- Relocate (2) receptacles to demising wall
- Adding (1) new exit/ emergency combo & replacing (2) existing exit/emergency light combo
- Reworking light switching
- Permits & drawings included

General Conditions inclusive of:

- Supervision & coordination
- Dumpster & clean up
- Architectural drawings
- Building permit

Notes:

- All work to be performed during normal working hours
- Price does NOT include any Sprinkler, FA or Painting
- Possible increases due to market volatility may be required pending timing of approval

We propose to furnish labor and materials complete in accordance with the above specifications, for the sum of:

Thirty-one thousand nine hundred fifty-two dollars

\$31,952

Alternates: Page 2

Alt 01: Remove glue from floor on vacant side of building

ADD: \$9,868

Alt 02: Install single layer of drywall on tenant side instead of (2)

DEDUCT: \$1,150

Alt 03: HVAC permit & air balance

ADD: \$1,984

Payment shall be made as follows: **30 Days** All material is guaranteed to be as specified. All work to be completed in a workmanlike manner in accordance with standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. The Owner will carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature: *Nicholas Gaines*
Nicholas Gaines, Project Manager
DRK Construction Services, LLC

Note: This proposal may be withdrawn by us if it is not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified above. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

ORDINANCE NO. 2026-01

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 2025-51, OTHERWISE KNOWN AS THE PERMANENT APPROPRIATIONS ORDINANCE, TO MEET CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MONROE, DURING FISCAL YEAR ENDING DECEMBER 31, 2026.

SECTION 1: To provide for current expenses of the City of Monroe, this Appropriations Ordinance is hereby repealed, amended, and supplemented so it sets aside and appropriates from the various funds of the City the amounts set forth in the following sections.

SECTION 2: There be appropriated from the GENERAL FUND:

1110	GENERAL GOVERNMENT	
000	<i>FUND EXPENSES</i>	
	OPERATING EXPENSES	46,500
	OTHER	<u>-</u>
	<i>TOTAL</i>	<i>46,500</i>
110	<i>CITY COUNCIL</i>	
	PERSONAL SERVICES	154,635
	OPERATING EXPENSES	<u>192,900</u>
	<i>TOTAL</i>	<i>347,535</i>
120	<i>CITY MANAGER'S OFFICE</i>	
	PERSONAL SERVICES	568,595
	OPERATING EXPENSES	<u>515,245</u>
	<i>TOTAL</i>	<i>1,083,840</i>
125	<i>INFORMATION TECHNOLOGY</i>	
	PERSONAL SERVICES	370,585
	OPERATING EXPENSES	<u>659,497</u>
	<i>TOTAL</i>	<i>1,030,082</i>
130	<i>HUMAN RESOURCES</i>	
	PERSONAL SERVICES	546,315

	OPERATING EXPENSES	<u>289,750</u>
	<i>TOTAL</i>	836,065
135	<i>ECONOMIC DEVELOPMENT</i>	
	PERSONAL SERVICES	136,895
	OPERATING EXPENSES	<u>160,000</u>
	<i>TOTAL</i>	296,895
140	<i>DEVELOPMENT</i>	
	PERSONAL SERVICES	641,955
	OPERATING EXPENSES	459,500
	OTHER EXPENSES	<u>1,000</u>
	<i>TOTAL</i>	1,102,455
145	<i>ENGINEERING</i>	
	PERSONAL SERVICES	493,775
	OPERATING EXPENSES	<u>545,750</u>
	<i>TOTAL</i>	1,039,525
150	<i>FINANCE</i>	
	PERSONAL SERVICES	1,232,745
	OPERATING EXPENSES	382,950
	OTHER EXPENSES	<u>1,250,000</u>
	<i>TOTAL</i>	2,865,695
160	<i>MAYOR'S COURT</i>	
	PERSONAL SERVICES	134,810
	OPERATING EXPENSES	<u>22,150</u>
	<i>TOTAL</i>	156,960

TOTAL GENERAL GOVERNMENT	8,805,552
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PUBLIC SAFETY

220	<i>PUBLIC SAFETY COMMUNICATIONS</i>
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PERSONAL SERVICES	957,460
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OPERATING EXPENSES	<u>129,800</u>
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<i>TOTAL</i>	<i>1,087,260</i>
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250	<i>POLICE</i>
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OTHER EXPENSES	<u>4,225,000</u>
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<i>TOTAL</i>	<i>4,225,000</i>
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270	<i>FIRE</i>
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OTHER EXPENSES	<u>4,450,000</u>
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<i>TOTAL</i>	<i>4,450,000</i>
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TOTAL PUBLIC SAFETY	9,762,260
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PUBLIC WORKS

310	<i>STREET</i>
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OTHER EXPENSES	<u>800,000</u>
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<i>TOTAL</i>	<i>800,000</i>
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330	<i>BUILDINGS AND GROUNDS</i>
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OPERATING EXPENSES	<u>611,500</u>
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<i>TOTAL</i>	<i>611,500</i>
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340	<i>CEMETERY</i>
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OTHER EXPENSES	<u>25,000</u>
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<i>TOTAL</i>	<i>25,000</i>
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TOTAL PUBLIC WORKS	1,436,500
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PARKS AND RECREATION**410** *PARK OPERATION AND MAINTENANCE*

PERSONAL SERVICES	413,835
OPERATING EXPENSES	<u>297,000</u>
<i>TOTAL</i>	<i>710,835</i>

TOTAL PARKS AND RECREATION **710,835**

OTHER FINANCING USES**710** *CAPITAL IMPROVEMENTS*

OTHER EXPENSES	<u>-</u>
<i>TOTAL</i>	<i>-</i>

810 *DEBT SERVICE*

OTHER EXPENSES	<u>825,000</u>
<i>TOTAL</i>	<i>825,000</i>

TOTAL OTHER FINANCING USES **825,000**

TOTAL GENERAL FUND 21,540,147

GRAND TOTAL GENERAL FUND **21,540,147**

SECTION 3: There be appropriated from the following SPECIAL REVENUE FUNDS:

2101 **PUBLIC SAFETY INCOME TAX FUND***PUBLIC SAFETY*

PERSONAL SERVICES	3,550,000
OTHER EXPENSES	-
<i>TOTAL</i>	<i>3,550,000</i>

2210 **STREET FUND***PUBLIC WORKS*

		PERSONAL SERVICES	2,065,105	
		OPERATING EXPENSES	1,009,400	
		<i>TOTAL</i>		<i>3,074,505</i>
2220	STATE HIGHWAY FUND			
	<i>PUBLIC WORKS</i>			
		OPERATING EXPENSES	91,250	
		<i>TOTAL</i>		<i>91,250</i>
2230	MOTOR VEHICLE LICENSE			
	<i>PUBLIC WORKS</i>			
		OPERATING EXPENSES	200	
		<i>TOTAL</i>		<i>200</i>
2310	FIRE - 1989 LEVY FUND			
	<i>PUBLIC SAFETY</i>			
		PERSONAL SERVICES	5,719,880	
		OPERATING EXPENSES	931,500	
		OTHER EXPENSES	3,800	
		<i>TOTAL</i>		<i>6,655,180</i>
2330	PUBLIC SAFETY FEMA GRANT FUND			
	<i>PUBLIC SAFETY</i>			
		OPERATING EXPENSES	1,500	
		<i>TOTAL</i>		<i>1,500</i>
2370	ONEOHIO OPIOID SETTLEMENT FUND			
	250 <i>GENERAL GOVERNMENT</i>			
		OTHER EXPENSES	20,000	
		<i>TOTAL</i>		<i>20,000</i>
2410	POLICE LAW ENFORCEMENT			
	250 <i>PUBLIC SAFETY</i>			

	PERSONAL SERVICES	4,338,875	
	OPERATING EXPENSES	931,700	
	<i>TOTAL</i>		<i>5,270,575</i>
2420	DARE GRANT FUND		
	250 PUBLIC SAFETY		
	PERSONAL SERVICES	-	
	OPERATING EXPENSES	6,500	
	<i>TOTAL</i>		<i>6,500</i>
2430	ENFORCEMENT & EDUCATION FUND		
	250 PUBLIC SAFETY		
	OPERATING EXPENSES	3,000	
	<i>TOTAL</i>		<i>3,000</i>
2450	OHIO PEACE OFFICER TRAINING FUND		
	250 PUBLIC SAFETY		
	OPERATING EXPENSES	65,000	
	<i>TOTAL</i>		<i>65,000</i>
2510	COURT TECHNOLOGY IMPROVEMENT		
	<i>GENERAL GOVERNMENT</i>		
	OPERATING EXPENSES	12,500	
	<i>TOTAL</i>		<i>12,500</i>
2600	2004 TIFS		
	<i>DEVELOPMENT INCENTIVES</i>		
	OPERATING EXPENSES	51,304	
	OTHER EXPENSES	3,861,957	
	<i>TOTAL</i>		<i>3,913,261</i>
2700	2004 RIDs		
	<i>DEVELOPMENT INCENTIVES</i>		

OPERATING EXPENSES	76,824	
OTHER EXPENSES	7,337,813	
<i>TOTAL</i>		<i>7,414,637</i>

GRAND TOTAL SPECIAL REVENUE FUNDS

30,078,109

SECTION 4: There be appropriated from the following CAPITAL PROJECTS FUNDS:

3101 CAPITAL INCOME TAX FUND

GENERAL GOVERNMENT

CAPITAL EXPENSES 137,000

PUBLIC SAFETY

CAPITAL EXPENSES 404,056

PUBLIC WORKS

OPERATING EXPENSES -

CAPITAL EXPENSES 488,062

OTHER FINANCING USES

OTHER EXPENSES 611,800

TOTAL *1,640,918*

3110 PARK IMPROVEMENT FUND

PARKS AND RECREATION

OPERATING -

CAPITAL EXPENSES 350,000

TOTAL *350,000*

3120 CAPITAL IMPROVEMENT FUND

GENERAL GOVERNMENT

CAPITAL EXPENSES 1,800,000

PUBLIC SAFETY

	CAPITAL EXPENSES	120,600	
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	500	
	CAPITAL EXPENSES	4,498,986	
	<i>TOTAL</i>		<i>6,420,086</i>
6120	WATER CAPITAL IMPROVEMENT FUND		
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	100,000	
	CAPITAL EXPENSES	400,000	
	<i>TOTAL</i>		<i>500,000</i>
6125	WATER METER REPLACEMENT FUND		
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	30	
	CAPITAL EXPENSES	400,000	
	<i>TOTAL</i>		<i>400,030</i>
GRAND TOTAL CAPITAL PROJECTS FUNDS			<i>9,311,034</i>

SECTION 5: There be appropriated from the following DEBT SERVICE FUNDS:

4110	G.O. BOND RETIREMENT		
	<i>GENERAL GOVERNMENT</i>		
	DEBT SERVICE EXPENSE	850,853	
	<i>TOTAL</i>		<i>850,853</i>
4210	WATER BOND RETIREMENT		
	<i>PUBLIC WORKS</i>		
	DEBT SERVICE EXPENSE	431,730	
	<i>TOTAL</i>		<i>431,730</i>

4310	S.A. BOND RETIREMENT FUND		
	<i>GENERAL GOVERNMENT</i>		
	OPERATING EXPENSES	100	
	<i>DEVELOPMENT INCENTIVES</i>		
	OTHER EXPENSES	517,560	
	<i>TOTAL</i>		<i>517,660</i>

4410	INCOME TAX BOND RETIREMENT FUND		
	<i>GENERAL GOVERNMENT</i>		
	DEBT SERVICE EXPENSE	614,063	
	<i>TOTAL</i>		<i>614,063</i>

GRAND TOTAL DEBT SERVICE FUNDS **2,414,306**

SECTION 6: There be appropriated from the following SPECIAL ASSESSMENT FUNDS:

5110	S.A. STREET LIGHTING FUND		
	<i>GENERAL GOVERNMENT</i>		
	OPERATING EXPENSES	10	
	<i>TOTAL</i>		<i>10</i>

GRAND TOTAL SPECIAL ASSESSMENT FUNDS **10**

SECTION 7: There be appropriated from the following ENTERPRISE FUNDS:

6110	WATER FUND		
	<i>PUBLIC WORKS</i>		
	PERSONAL SERVICES	1,296,785	
	OPERATING EXPENSES	2,560,300	
	OTHER EXPENSES	900,000	
	<i>TOTAL</i>		<i>4,757,085</i>

6210	SEWER FUND		
	<i>PUBLIC WORKS</i>		
	PERSONAL SERVICES	112,975	

	OPERATING EXPENSES	1,322,200	
	<i>TOTAL</i>		<i>1,435,175</i>
6310	STORM WATER FUND		
	<i>PUBLIC WORKS</i>		
	PERSONAL SERVICES	257,680	
	OPERATING EXPENSES	310,650	
	CAPITAL EXPENSES	600,000	
	<i>TOTAL</i>		<i>1,168,330</i>
6410	GARBAGE FUND		
	<i>PUBLIC WORKS</i>		
	PERSONAL SERVICES	129,135	
	OPERATING EXPENSES	1,167,000	
	<i>TOTAL</i>		<i>1,296,135</i>
6510	CEMETERY FUND		
	<i>PUBLIC WORKS</i>		
	PERSONAL SERVICES	40,000	
	OPERATING EXPENSES	94,800	
	<i>TOTAL</i>		<i>134,800</i>
6610	STREET LIGHTING FUND		
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	160,050	
	<i>TOTAL</i>		<u><i>160,050</i></u>
	GRAND TOTAL ENTERPRISE FUNDS		<u>8,951,575</u>

SECTION 8: There be appropriated from the following TRUST AND AGENCY FUNDS:

7100	CEMETERY MAINTENANCE TRUST FUND		
	<i>FUND EXPENSE</i>		
	OPERATING EXPENSES	10,000	
	CAPITAL EXPENSES	-	

		<i>TOTAL</i>	<i>10,000</i>
7110	MOUND CEMETERY TRUST FUND		
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	10,000	
	CAPITAL EXPENSES	-	
	<i>TOTAL</i>		<i>10,000</i>
7120	LONG STREET CEMETERY TRUST FUND		
	<i>PUBLIC WORKS</i>		
	OPERATING EXPENSES	250	
	<i>TOTAL</i>		<i>250</i>
7310	FIRE HISTORIC PRESERVATION FUND		
	<i>PUBLIC SAFETY</i>		
	CAPITAL OUTLAY	-	
	<i>TOTAL</i>		<i>-</i>
7320	FIRE LOSS SECURITY FUND		
	<i>PUBLIC SAFETY</i>		
	OPERATING	-	
	<i>TOTAL</i>		<i>-</i>
7410	DRUG LAW ENFORCEMENT TRUST FUND		
	<i>PUBLIC SAFETY</i>		
	OPERATING EXPENSES	10,000	
	<i>TOTAL</i>		<i>10,000</i>
GRAND TOTAL TRUST AND AGENCY FUNDS			<i>30,250</i>
TOTAL ALL APPROPRIATIONS			<i>72,325,431</i>

SECTION 9: The City Manager is hereby authorized to convert the appropriation amounts in this Ordinance into such form as may be required by the Auditors of Butler and Warren Counties and by the Auditor of the State of Ohio; however, no change to the total dollar amounts in any Section of this Ordinance shall be made without prior approval of Council.

SECTION 10: The Finance Director is hereby authorized to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receipt of proper certificates and vouchers, approved either by the board or officers authorized by law to approve the same, or an ordinance or resolution of Council. No warrants shall be drawn or paid for salaries or wages except to persons employed by authority and in accordance with law or ordinance. Provided further that the appropriations for contingencies can only be expended upon appeal of two-thirds vote of Council for items of expense constituting a legal obligation against the City, and for purposes other than those covered by other specific appropriations herein made.

SECTION 11: This measure shall take effect immediately upon passage pursuant to Section 7.08(B)(1) of the Charter of the City of Monroe.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

City of Monroe

Supplemental Appropriations

January 27, 2026

FUND	FUND DESCRIPTION	CURRENT APPROPRIATIONS	ADJUSTED APPROPRIATIONS	AMOUNT OF CHANGE	% CHANGE	ACCOUNT NUMBER	
3101	CAPITAL INCOME TAX FUND						
	PUBLIC SAFETY						
	CAPITAL EXPENSES	283,456	404,056	120,600	42.5%	31012700-53718-6FD02	moved LifePak 35 Units from Capital Improvement Fund
	PUBLIC WORKS						
	CAPITAL EXPENSES	438,062	488,062	50,000	11.4%	31013100-53719-6PW11	moved Sign Truck from Capital Improvement Fund
3120	CAPITAL IMPROVEMENT FUND						
	PUBLIC WORKS						
	CAPITAL EXPENSES	4,540,399	4,498,986	(41,413)	-0.9%	31225000-53713-5PW12; 31227000-53718-6FD02; 31230000-53719-6PW11	\$129,187 - Funds remaining from 2025 for Strip Center thru State Capital Grant; (\$120,600) - moved LifePak 35 Units to Income Tax Capital Fund; (\$50,000) - moved Sign Truck to Income Tax Capital Fund

City Council Work Sessions

Purpose, Structure, and Benefits

Purpose of Work Sessions

Work sessions are intended to provide the **full City Council** with dedicated time to discuss complex or policy issues before those items are scheduled for formal action. These sessions are **deliberative and informational**, not decision-making meetings.

Work sessions allow Council to:

- Work through complex topics in greater depth
- Ask detailed questions of staff
- Explore options, solutions, and implications
- Provide early direction before legislation is drafted or placed on a voting agenda

This model mirrors how Council currently uses **committee meetings**, but applies the discussion to the **full Council** rather than a subset of members.

How Work Sessions Differ from Committee Meetings

Work Sessions	Committee Meetings
Full Council participation	Subset of Council members
Informal, exploratory discussion	More structured review
No formal action taken	May develop recommendations
Focus on early understanding and direction	Focus on specific subject areas

Committee meetings would not be eliminated. Finance, Public Works, and other committees would continue to meet as needed, particularly for detailed reviews or ongoing projects.

Transparency and Public Access

- Work sessions would be **open to the public**, with agendas and materials provided in advance when possible.
- Staff will prepare **written meeting minutes** summarizing key discussion points and direction.
- Meeting minutes will be posted on the City website or social media.

Regarding streaming:

- Regular Council meetings and committee meetings would continue to be streamed from City Council Chambers and archived for public access.
 - Work sessions are proposed as **non-recorded** to encourage candid discussion and brainstorming before items are added to a Council agenda for legislative action.
-

Use of Work Sessions

Work sessions would be scheduled **only when there is a defined purpose**, with:

- A clear topic or issue
- Background materials
- Desired outcomes (e.g., clarification, direction, next steps)

Staff recognizes the importance of openness, responsiveness, and clear communication with Council and residents. Expectations around how Council and staff engage on sensitive or complex issues are best discussed collectively by the whole Council before any action.

Action Required

Adding work sessions, changing Council meeting times, and moving to YouTube-based meeting streaming **require formal action by Council**, including any necessary amendments to existing policies, rules, resolutions, or ordinances.

Monroe Administrative Code Section 220.1 specifies that meetings will begin at 6:30 PM, as established by Ordinance 2004-22. Any change to the meeting start time would require a new ordinance. Given the structure of meetings and the implementation of the work session model, this change should be officially memorialized in an ordinance.

There is also a prior motion from 2021 regarding the streaming of meetings on Facebook, YouTube, and the City's website. If the Council intends to change the streaming platform, this can be addressed in a similar manner through a motion.

If Council supports these changes to the current meeting structure, staff can draft and place the appropriate legislation on an upcoming Council agenda for consideration and action.