



**Monroe Council Agenda
Regular Meeting of Council
March 10, 2026 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of February 24, 2026

Visitors

Patricia Dawson, Butler County Board of Developmental Disabilities

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

Resolution No. 11-2026. A Resolution authorizing the City Manager to enter into a contract with Brightview Landscapes, LLC for the Interstate 75 and State Route 63 interchange landscape maintenance.

Sponsor: Brian Perkins

Strategic Priority: Well Managed Services and Infrastructure Parks and Connectivity

Background: The City of Monroe maintains landscaped areas at the I-75/SR 63 interchange as part of its ongoing commitment to maintaining safe, attractive, and well-kept public infrastructure along key transportation corridors. This interchange serves as a primary gateway into the community and its appearance directly reflects on the City. The Department of Public Works solicited proposals for the 2026 landscape maintenance season and received a proposal from BrightView Landscapes LLC, located at 710 Lakeview Drive, Monroe, Ohio 45050. BrightView is an established landscape services provider with experience in municipal and commercial landscape maintenance.

The proposed Standard Agreement engages BrightView Landscapes LLC to provide all labor, materials, equipment, and supervision necessary for the 2026 I-75/SR 63 Interchange Landscape Maintenance program throughout the City of Monroe. The scope of work includes all landscape



maintenance activities as detailed in the Contract Documents.

Key contract terms include:

- Contract Price: \$49,343.00 (firm fixed price)
- Initial Term: Effective upon execution through December 31, 2026
- Renewal Options: Up to four (4) additional one-year extensions at the City's option, not to extend beyond December 31, 2030. A one-time 5% increase may be applied in the fourth and fifth contract years.
- Surety Bonding: Required
- Retainage: 10% pending final determination
- Insurance: Workers' Compensation, Employer's Liability, and Commercial General Liability required with the City named as additional insured
- Termination: 30 days' notice prior to December 31, 2026, or termination for cause with 3 working days' notice to cure

The Department of Public Works recommends that the City Council authorize the City Manager to execute the 2026 I-75/SR 63 Interchange Landscape Maintenance Standard Agreement with BrightView Landscapes LLC in the amount of \$49,343.00.

Ordinance No. 2026-02. An Ordinance amending Chapter 1022 of the Monroe Codified Ordinances to establish a comprehensive regulatory framework for concrete construction within the public right-of-way, including contractor licensing, permitting, and an annual concrete assessment program.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This ordinance establishes a comprehensive regulatory framework for concrete construction within the public right-of-way by updating Chapter 1022 of the Monroe Codified Ordinances. Enacted under the City's home rule authority (Ohio Constitution, Article XVIII) and applicable provisions of the Ohio Revised Code (Chapters 715, 727, and 729), the ordinance addresses three core areas: contractor licensing, permitting, and the annual concrete assessment program.

The ordinance creates a contractor licensing program requiring all contractors and subcontractors performing sidewalk, curb and gutter, or driveway apron work in the public right-of-way to obtain and maintain an annual license, carry minimum insurance and bonding, and comply with City construction standards. Prime contractors bear joint responsibility for subcontractor compliance. The ordinance establishes permit requirements for all regulated concrete work and provides clear construction standards incorporating federal accessibility requirements, including ADA, PROWAG, and FHWA guidelines.

The annual concrete assessment program is codified in accordance with R.C. Chapters 727 and 729, establishing a structured process for identifying deficient infrastructure, notifying property owners, and assessing improvement costs. Property owners are provided options to complete repairs independently using licensed contractors, participate in the City's assessment program, or dispute identified deficiencies. The ordinance includes an administrative enforcement framework with



defined penalty schedules, stop work order authority, and appeal procedures through the Board of Zoning Appeals. A companion Concrete Construction Handbook, maintained by the Public Works Director, provides detailed procedures, technical specifications, and all program forms referenced in the ordinance.

Ordinance No. 2026-03. An Ordinance approving a final plat for Section 210 of the Stonybrook Subdivision.

Sponsor: Tom Smith

Strategic Priority: Strategic Growth and Development

Background: Grand Communities, LLC has submitted an application for final plat for Section 210 of the Stonybrook development. The preliminary plat for the Stonybrook subdivision was approved by City Council on March 19, 2024. The preliminary plat provided the design and layout for all five phases of the Stonybrook subdivision. The approved preliminary plat included the following:

- 219 single-family lots
- New public streets (proposed as Brookside Place, Brookfield Lane, Waterbend Court, Rippling Way, Clearview Court, and Stonybrook Way)
- 48.79 acres of open space with 6.43 acres developed as formal open space
- A 10' shared-use asphalt pathway fronting Kyles Station Road and Butler-Warren Road
- Right-of-Way dedication at the intersection of Kyles Station Road and Butler-Warren Road for a proposed future roundabout.

Analysis

The final plat for section 210 will include the construction of 11 single-family residential lots. This phase is approximately 41.19 acres of the 126.90 total acres comprising section 210. The average lot size is 9,128 square feet and the average lot width is 65 feet. The proposed density is 2 units per acre. The development is in conformance with the requirements of the Stonybrook Planned Unit Development adopted by council on August 10, 2023, and the Stonybrook Development Agreement adopted by council on May 28, 2024.



Section 210

All water, sewer, stormwater, gas, and electric have been inspected and approved by engineering. All required curb, gutter, sidewalks, streetlights, and landscaping requirements have been inspected and approved of as well.

New Business

Ordinance No. 2026-04. An Ordinance amending Section 286.14 of the Codified Ordinances to establish the concrete contractor licensing program initial and renewal fees.

Sponsor: Gary Morton

Strategic Priority: Good Governance

Background: This amendment adds the fees for the concrete contractor licensing program. The initial fee is \$150.00, and the annual renewal fee is \$75.00.

Resolution No. 15-2026. A Resolution amending Resolution No. 78-2025 to increase the blanket purchase order for public entities pool to \$210,000 and to approve a blanket purchase order for [REDACTED] as recommended by the Director of Finance and the City Manager.

Sponsor: Jake Burton



Strategic Priority: Good Governance

Background: City Council passed Resolution No. 78-2025 on December 9, 2025, authorizing the blanket purchase order amounts for fiscal year 2026. A blanket purchase order is a budgetary tool authorized under Ohio Revised Code Section 5705.41, allowing for multiple, recurring, or open-ended purchases from vendors within a fiscal year, with an amount not to exceed authorized. Resolution No. 78-2025 included Public Entities Pool (PEP) in the amount of \$180,000. The quote for 2026 property and liability insurance was received on December 17, 2025, and the total is \$204,159, with payments made quarterly. There are typically minor adjustments throughout the year as equipment is replaced. Therefore, \$210,000 is being requested as the new not to exceed amount. The IT Division began utilizing the services of [REDACTED] in 2024, and they are now being used for the [REDACTED] [REDACTED] resulting in the need for a blanket PO in the amount of \$60,000 for these services.

Consideration of Motion to approve Kacey Waggamann and Kameryn Jones to the CRA Housing Council (ORC 3735.69). The Council shall make an annual inspection of the properties within the community reinvestment area for which an exemption has been granted. The Council shall also hear appeals (ORC 3735.70).

Sponsor: Seth Geisler

Strategic Priority: Good Governance

Background: Under CRA Housing Council (ORC 3735.69) City Council appoints two members to the CRA Housing Council of the 7-member board. The CRA Housing Council shall make an annual inspection of the properties within the community reinvestment area for which an exemption has been granted. The Council shall also hear appeals (ORC 3735.70). The City of Monroe has multiple CRA Agreements and this ensures we are following ORC.

Consideration of Motion to approve Seth Geisler as the CRA Housing Officer (ORC 3735.66). The Housing Officer shall administer the city's Community Reinvestment Area program and will work with state and local partners including the Tax Incentive Review Council, counties and schools.

Sponsor: Seth Geisler

Strategic Priority: Good Governance

Background: Under ORC 3735.66 City Council shall appoint a housing officer. The housing officer shall administer the city's Community Reinvestment Area program and will work with state and local partners including the Tax Incentive Review Council, counties and schools. The housing officer also accepts complaints challenging property tax exemptions and determines whether property continues to meet exemption requirements. The City of Monroe has multiple CRA Agreements and this ensures we are following ORC.



Administrative Reports

Adjournment