Monroe Council Agenda
Regular Meeting of Council
September 8, 2020 – 6:30 p.m.

This meeting will be held electronically (Zoom) pursuant to Ohio Revised Code Section 121.221. The meeting can be viewed live at Facebook.com/MonroeOhio.

Public comments or questions must be submitted no later than 6:30 p.m. EST on Monday, September 7, 2020, to the Clerk of Council at wassona@monroeohio.org. These comments or questions will be read into the record during the Visitors section of the meeting.

Pledge of Allegiance

Roll Call

***Approval of the Minutes* –** Council Minutes of August 25, 2020.

Visitors

Committee Reports

Public Works Committee
Finance Committee
Administrative Liaison Committee
Technology Committee
Public Involvement Committee
Public Safety Committee

Old Business

New Business

Emergency Resolution No. 60-2020. A Resolution approving a Then-and-Now Certificate, and ratify the change order in the amount of $16,309.40 for the ADA Ramp Concrete Replacement Project to W. G. Stang, LLC, and declaring an emergency.

Emergency Resolution No. 61-2020. A Resolution approving a Then-and-Now Certificate in the amount of $3,600.00 to Civica North America Inc. and declaring an emergency.

Emergency Resolution No. 62-2020. A Resolution authorizing specific expenditures of the City of Monroe's share of Coronavirus Relief Funds as legislated in the Coronavirus Aid, Relief, and Economic Security Act, and declaring an emergency.

Resolution No. 63-2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Fishbeck for professional engineering services to perform a Risk and Resiliency Assessment for the City's public water system.

Resolution No. 64-2020. A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

Emergency Ordinance No. 2020-26. An Ordinance determining to adjust special assessments levied for the purpose of constructing certain improvements and declaring an emergency.

Emergency Ordinance No. 2020-27. An Ordinance determining to adjust special assessments levied for the purpose of constructing certain improvements and declaring an emergency.

Consideration of Motion authorizing a change order to the 2020 Paving Contract in the amount of $7,510.69 to John R. Jurgensen for new signage on Salzman Road.

Administrative Reports

Adjournment

Monroe Council Agenda
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Pledge of Allegiance

Roll Call

Approval of the Minutes **–** Council Minutes of August 25, 2020.

Visitors

Committee Reports

Public Works Committee
Finance Committee
Administrative Liaison Committee
Technology Committee
Public Involvement Committee
Public Safety Committee

Old Business

New Business

Emergency Resolution No. 60-2020. A Resolution approving a Then-and-Now Certificate, and ratify the change order in the amount of $16,309.40 for the ADA Ramp Concrete Replacement Project to W. G. Stang, LLC, and declaring an emergency.

Background. Additional work was required to extend a sidewalk from the location of the relocated bus stop on Salzman Road to the east side of the intersection of Distribution Drive. This added approximately 150 feet of sidewalk to the project to ensure proper connection to the employee access of Kohl's from the relocated

Emergency Resolution No. 61-2020. A Resolution approving a Then-and-Now Certificate in the amount of $3,600.00 to Civica North America Inc. and declaring an emergency.

Background. This software, which allowed the secure submittal of documents online, was needed for the tax department due to COVID-19. Due to the urgency of the need to ensure ongoing operations, the purchase was made prior to a purchase order being opened.

Emergency Resolution No. 62-2020. A Resolution authorizing specific expenditures of the City of Monroe's share of Coronavirus Relief Funds as legislated in the Coronavirus Aid, Relief, and Economic Security Act, and declaring an emergency.

Background. In order to appropriately and correctly use the CARES Act funding received by Butler and Warren Counties, we are submitting a resolution that allows City Council to review all expenditures identified as potential for reimbursement with CARES Act funding. Council must declare these expenditures as "necessary" and eligible based on the criteria provided by the CARES Act legislation.

Additionally, this legislation will make a proclamation regarding the City's employees, as recommended by the Ohio Office of Budget and Management. The proclamation identifies the employees who may be considered "substantially dedicated" to mitigating COVID-19.

We are asking that Council pass this legislation as an emergency because our timeline for using the funding ends on October 15.

We are also receiving a second disbursement of CARES Act funding that, once City staff identify eligible expenses, we will present those expenses to Council as well.

Resolution No. 63-2020. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Fishbeck for professional engineering services to perform a Risk and Resiliency Assessment for the City's public water system.

Background. This proposal is to perform a Risk and Resiliency Assessment (RRA) for the City of Monroe Public Water System (PWS). The assessment will bring the City into compliance with Section 2013 of America's Water Infrastructure Act of 2018 (AWIA). This assesses the different types of threats to our public water system such as intentional contamination, cyber security and all other types of threats. It will generate action items to be taken to minimize said threats.

A report of this assessment must be filed with USEPA no later than June 30, 2021. We are asking for approval now to allow plenty of time to complete this assessment and avoid penalty from USEPA for non-compliance.

This cost of this study is $18,700.00. It will be paid for out of the Water Capital funds which are available

Attached is the proposal from Fishbeck that has a detailed understanding of the project.

Resolution No. 64-2020. A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

Background. The City is required to submit a proposed Tax Budget to Butler County by July 20. The County's Budget Commission reviews the budget and then certifies the review and provides an estimate to the City of the rate of each property tax necessary to be levied by the City. Then, City Council must review and formally authorize these rates. This resolution must be sent back to Butler County by October 1.

For the 2021 budget, the General Fund levy is projected to increase $10,000 from last year. The Police levy is projected to increase $5,000, and the Fire levies are projected to increase by $15,000.

Emergency Ordinance No. 2020-26. An Ordinance determining to adjust special assessments levied for the purpose of constructing certain improvements and declaring an emergency.

Background. Attached please find the Annual Administrator's Report, which contains year ending information for 2019 and the required information for 2020 and 2021.

The Special Assessment per acre is $2,299.59 ($830,550.43/361.1729 acres). The City shall certify the amounts indicated on page 13 (Table C-3) to the Warren County Auditor pursuant to Section 4.2(e) of the Cooperative Agreement.

Emergency Ordinance No. 2020-27. An Ordinance determining to adjust special assessments levied for the purpose of constructing certain improvements and declaring an emergency.

Background. Attached please find the Annual Administrator's Report, which contains year ending information for 2019 and the required information for 2020 and 2021.

The Special Assessment per acre is $14,786.80 ($228,490.14/15.4523 acres). The City shall certify the amounts indicated on page 13 (Table C-3) to the Warren County Auditor.

Consideration of Motion authorizing a change order to the 2020 Paving Contract in the amount of $7,510.69 to John R. Jurgensen for new signage on Salzman Road.

Background. This in an increase to the 2020 paving contract with John R. Jurgensen. The additional money will be used for new signage on Salzman Rd... This signage is required due to the new bus stop, handicap ramps and sidewalk that was added to Salzman Rd this year through the ADA program. There is also some road pavement marking necessary now that we have handicap ramps that cross Salzman Rd...

The cost of the additional signage and pavement markings is $7,510.69.

Once approved by council we will increase purchase order # 20200170-00 by $7,510.69. This will make the new cost of the 2020 paving contract $417,576.39. Money is available for this additional funding in 31013100-53714 Infrastructure- Streets.

Administrative Reports

Adjournment

Monroe Council Minutes
Regular Meeting of Council
August 25, 2020 – 6:30 p.m.
This meeting was held electronically (remotely) pursuant to
Ohio Revised Code Section 121.221

Pledge of Allegiance

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

Roll Call

Council members present: Tom Callahan, Jason Frentzel, Keith Funk, Todd Hickman, and Christina McElfresh.

Mr. Funk moved to excuse Mrs. Hale and Mr. Routson; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of August 11, 2020; seconded by Mrs. McElfresh. Voice vote. Motion carried.

Visitors

The Clerk of Council read the following letters into the record:

> "Tom Callahan,
>
> I want to tell you about my next door neighbor, my good friend, a loving husband and father of four, proud citizen of the city of Monroe, and beloved member of the Sikh community. His name is Jaspreet "Jesse" Singh. While sitting at a red light on his way home from work in 2018, Jesse was the target of an armed robbery. He was shot, point-blank, several times, and died a few days later in the hospital. His family by his side, his four children too young to understand what happened to their father.
>
> Your racist comment, succeeded by the racist meme you posted on social media the day after, and your cowardly silence in the two council meetings to follow, are a complete embarrassment to this great community. For a man that I would assume believes mainstream media is "fake news," you have given the news media more comments on this matter than your own constituents. For someone who I'd bet considers himself a true patriot, you didn't even stand for the Pledge of Allegiance in the last council meeting.
>
> Jesse's children, who are every bit of American as you and I, shouldn't have to grow up living in a community tolerant of such blind hatred. I call on Mayor Frentzel and the members of this council to decide if they will stand together to end racism, or if they will allow an openly xenophobic member of its council continue to tarnish the values of

which, I thought, this community represents. Mayor Frentzel, please comment on how you and your council will address Tom Callahan's grossly unethical behavior.

Sincerely,
Jonathan Carlson"

"Members of Council,

My name is Kristen Carlson, and I am currently and have been a resident of Monroe for nearly a decade. Let me first say, I take no issue with Mr. Callahan's position on the mask mandate that was proposed in the July 14 council meeting, but to tell those who disagree with him to "stay in their basements" and likening mask policies to our government requiring "we all wear scarves on our head" progresses a bigoted and divisive ideology in a government assembly.

Mr. Callahan, I am deeply disappointed in the xenophobic metaphor you used in the City Council Meeting on July 14. You have embarrassed our town and taken no responsibility for your prejudiced comments. How quick you were to respond to local media outlets when questioned, and yet when your own constituents demand a response, you sit in petulant silence. You have been given every opportunity to demonstrate that you are willing to listen, learn, take accountability, be a man and apologize when you have erred in judgement. When you were elected to council, you said you were "ready to serve and hope to make a positive contribution to the City and its residents." What a shame to learn that only applies to residents who look and think like you.

Since Mr. Callahan refuses to take responsibility for his foolish and insensitive remarks, I address this letter to Mayor Jason Frentzel. Mr. Mayor, what will you do to abate the concerns of Monroe residents who feel that Mr. Callahan cannot, or perhaps will not, set aside his prejudice to act in the best interest of ALL Monroe citizens? We are ready to put this unfortunate incident behind us and ask that you hold Councilman Callahan to the standard that Monroe and its residents deserve – free from bigotry, racism and xenophobia.

With sincere dissatisfaction,
Kristen Carlson"

Since both letters asked Mayor Frentzel to make a comment, Mayor Frentzel thanked the residents for commenting and continuing to comment as he is glad that people are taking an active role in their community. Mayor Frentzel stated he does not condone the comments that were made, either the comment or the Facebook post. Everybody has their right to their own opinion on that. He does not agree with the statement. Mayor Frentzel advised that the City and Council must follow the Charter and the Codified Ordinances. He read Section 4.06 of the Charter into the record:

> "The Council shall be the judge of the qualifications of its members. Council may, by two-thirds of its membership, expel or remove any member for failure to meet or maintain qualification of office, or for violation of his oath of office, or for the conviction of a felony or other crime involving moral turpitude, or for persistent failure to abide by the rules of Council. Prior to any such action by Council, the

> accused member shall be notified in writing of the charge against him at least fifteen days in advance of any hearing upon such charge, and he and counsel shall be given an opportunity to be heard, present evidence or examine under oath any witness in support of such charge. The accused member shall not vote on the question of his removal.
>
> A Councilman who is absent, without being excused by the majority of the other members of Council, from four consecutive regular meetings of Council, shall automatically vacate his office on the Council."

It is the opinion of Mayor Frentzel that Mr. Callahan has violated this section of the Charter. He added that under laws of the State of Ohio the electorate can follow the recall procedure.

Mrs. McElfresh echoed Mayor Frentzel's opinion and asked Mr. Callahan if he had anything to say.

Mr. Callahan noted that he was told not to say anything and just let this pass; however, he stated that all of the response he has received, via phone calls and letters, he felt a good 98% or 99% of the people are positive and stood behind him with what happened. There is 1%, if there is 1% maybe, that everyone has to play that race card. He guaranteed everyone on Council, including himself, are not racist. During his time in military school there were blacks and whites together. We might have a difference in words that may offend somebody, but you have to go on. Mr. Callahan pointed out the saying "sticks and stones may break my bones, but words would never hurt me." He didn't think any other members of Council could say they have invited someone of color to sit down at their dining room table and eat supper with them or visit with you. Mr. Callahan advised he does it all of the time and has more black friends than white friends. To drag this out for two months and have the media blow it out of proportion, that shows you what type of media that we have that they cannot print the truth. Mr. Callahan was pleased when Mr. Routson called out the *Journal* on the false news they printed. Mr. Callahan stated there was nothing to apologize about. During his business for 30 plus years he dealt with people from different races and different colors. He volunteers at the Air Force Museum and deals with people from different races all day. He said that you guys sit at your desk and do not see this stuff and he is out doing this. A lot of people are just truly American people and they understand that there are words that may hurt somebody. During his time in business he would give people pacifiers that came in crying around that he considers the one percent. Mr. Callahan then held up two pacifiers, one for Mrs. McElfresh and one for Mr. Hickman. He stated that he is not racist and he will always tell how it is and if someone doesn't like it they can hit the road.

Mr. Hickman advised Mr. Callahan that he should have learned by now, but continues to dig himself deeper into this hole and should have taken the advice of whoever told him to let it fly and it will die. Mr. Hickman wasn't sure if the *Journal* was wrong or not and pointed out that Mr. Callahan posted on the *Journal* a couple of times. Mr. Hickman felt those posts were inappropriate as well. Mr. Hickman disagreed with Mr. Callahan and thought there are more than one percent. Mr. Hickman informed Mr. Callahan that he should have probably apologized in the beginning and didn't think there was really anything Council could do about it. Mr. Hickman advised that he was not going to hit the road.

Mr. Callahan stated that he and Mr. Hickman have worked close together and this will pass and we can get back to our job and do what we are supposed to be doing for the City. This hanging around Council meeting after Council meeting is getting a little ridiculous. That is why he spoke up because he is getting tired of it.

Kerry Roe of Clark Schaefer Hackett reported that his firm performs the audit on behalf of the Auditor of State's office and it has been completed. During the course of the audit a review of the City's internal controls and they did not find any material weaknesses or significant deficiencies in those controls. He noted that they received excellent cooperation from staff during the audit.

Committee Reports

None.

Old Business

Resolution No. 54-2020. A Resolution accepting the lowest and/or best bid submitted for a 2021 Freightliner Chassis with Step Van Upfit and authorize the City Manager to enter into an agreement with Fyda Freightliner Cincinnati, Inc. for said vehicle. (Second Reading)

Mr. Brock requested that Resolution No. 54-2020 be adopted as an emergency on the second reading to take advantage of the timeliness of the delivery.

Mr. Funk moved to suspend the rule requiring the reading of Resolution No. 54-2020 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 54-2020 by title only.

Mr. Funk moved to adopt Resolution No. 54-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

New Business

Emergency Resolution No. 55-2020. A Resolution approving a Then-and-Now Certificate in the amount of $8,708.96 to CDW Government and declaring an emergency.

Mr. Brock reported this is for the purchase of planned upgrades to servers and storage area network.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 55-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 55-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 55-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 56-2020. A Resolution authorizing the City Manager to enter into a Collective Bargaining Agreement by and between the City of Monroe and the Ohio Patrolmen's Benevolent Association (Patrol Officers) and declaring an emergency.

Mr. Brock stated that this and the next resolution are for the collective bargaining agreements with the patrol officers and police sergeants.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 56-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 56-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 56-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 57-2020. A Resolution authorizing the City Manager to enter into a Collective Bargaining Agreement by and between the City of Monroe and the Ohio Patrolmen's Benevolent Association (Sergeants) and declaring an emergency.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 57-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 57-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 57-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 58-2020. A Resolution authorizing the City Manager to enter into an agreement for professional architectural services for right-of-way acquisition for the Great Miami River Trail by and between the City of Monroe and Brandstetter Carroll Inc. and declaring an emergency.

Mr. Brock stated that this relates to property acquisition for the Great Miami River Trail and the City must follow the Ohio Department of Transportation's rules for this.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 58-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 58-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 58-2020; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Emergency Resolution No. 59-2020. A Resolution accepting the proposal and authorizing the City Manager to enter into an agreement by and between the City of Monroe and Global Business Solutions, Inc. for the Fiber Optic Network Installation to the police facility at 601 South Main Street and declaring an emergency.

Mr. Brock explained that in order to provide a network between the City building and the new police facility fiber optic cable must be installed. The cost is $57,562.00. Mr. Brock noted that this is an emergency so that the dispatch equipment can be tested and everything is fully operational.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 59-2020 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 59-2020 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 59-2020; seconded by Mr. Hickman. Roll call vote: five ayes. Motion carried.

Administrative Reports

Mr. Brock noted that we are looking at a 9-1-1 ceremony, but without the attendance of any of the public.

Mr. Brock advised that the conciliator approved the contract in favor of the IAFF and sought Council's opinion on releasing the wage freeze on non-union employees. We were prepared to implement the items in the wage study and then the budget was reduced by five percent. As reflected in the five-year forecast, he proposed to release that wage freeze effective October 1st for the non-union administrative employees. This would add approximately $30,000 to $40,000 to the appropriations.

Mr. Hickman asked when the wage freeze came into effect and Mr. Brock advised it was during March when the budget decreases took place. Mr. Brock advised that we are looking at a number of employees that were due merit increases prior to the five percent reduction.

Mrs. McElfresh has no problem lifting the wage freeze, but want to make sure we are not putting ourselves in a financial position with a negative impact.

- **Fireworks Discussion**

  Mr. Brock referred to the operations plan by the Chief of Police and the additional cost for staff is approximately $6,500.

  Mr. Hickman asked how the citizens of Monroe get all 130 parking spaces at the park as you will probably have people all over coming in for the fireworks. He still does not believe the fireworks should take place as it is a waste of the taxpayers money.

Mr. Brock confirmed Mr. Funk's understanding that a decision to make it a drive-in event was not made.

Mayor Frentzel is concerned that there is only parking for approximately 130 cars and most the surrounding neighborhoods that will be able to see from their homes. People do actually find a place to park. He felt it was a good way to give the residents something positive.

Mrs. McElfresh would like people to have a good time, but want people to be safe. When you have a letter from the Butler County Health Department saying this is not a good idea, she needs to go with that.

Mr. Funk recommended that the fireworks take place on Saturday.

Mr. Hickman moved to cancel the fireworks for Labor Day weekend; seconded by Mr. Callahan. Roll call vote: three ayes; two nays (Frentzel and Funk). Motion failed.

Mr. Funk moved to hold the fireworks on Saturday; seconded by Mr. Frentzel. Roll call vote: two ayes; three nays. Motion failed.

Mrs. McElfresh asked how big of a shell can the City get. Joe Rozzi replied that they are doing away with low level products. Most of the communities invited everyone to stay home and did not invite anyone into the event space. Mr. Rozzi offered to come in this week and shoot a few demo shells so that the community has the ability to see the fireworks from their home.

Mr. Hickman asked if the limit on the size of shell is still in effect. Mr. Rozzi advised that the maximum size shell is 6 inches. He noted the larger shells get more expensive and the show would be shorter.

General discussion took place between members of Council on drive in only, no restrictions, size of shells, and the date to hold the fireworks.

Mrs. McElfresh moved to hold the fireworks on Saturday; seconded by Mr. Funk. Roll call vote: four ayes; one abstention (Hickman). Motion carried.

- **Executive Session –** To consider the purchase of property and the sale of property at competitive bidding.

Mr. Funk moved to adjourn into executive session to consider the purchase of property and the sale of property at competitive bidding; seconded by Mrs. McElfresh. Roll call vote: five ayes. Motion carried.

Council adjourned into executive session at 8:01 p.m.

Mr. Funk moved to reconvene into regular session; seconded by Mr. Hickman Voice vote. Motion carried.

Council reconvened into regular session at 8:29 p.m.

Adjournment

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

The regular meeting of Council adjourned at 8:30 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

EMERGENCY RESOLUTION NO. 60-2020

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE AND RATIFY THE CHANGE ORDER IN THE AMOUNT OF $16,309.40 FOR THE ADA RAMP CONCRETE REPLACEMENT PROJECT TO W. G. STANG, LLC, AND DECLARING AN EMERGENCY.

WHEREAS, Council approved the contract for the ADA Ramp Concrete Replacement Project on May 26, 2020; and

WHEREAS, additional work was requested and completed prior to requesting an increase in the purchase order.

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

<u>SECTION 1</u>: A Then-and-Now Certificate in the amount of $16,309.40 to W.G. Stang LLC is hereby approved.

<u>SECTION 2</u>: The change order for additional work on Salzman Road in the amount of $16,309.40 is hereby ratified.

<u>SECTION 3</u>: This measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and further for the reason that Council desires to authorize the Certificate and change order at the earliest possible date to avoid any delay in paying for services rendered. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED:______________

ATTEST: APPROVED:

______________________________ ______________________________

Clerk of Council Mayor

Contractor's Application for Payment No. 2

ChoiceOne Engineering

Application Period:		Application Date:
To (Owner): City of Monroe	From (Contractor): W.G. Stang LLC	Via (Engineer): Choice One Engineering
Project: 2020 ADA Compliance Program REBID	Contractor's Project No.:	Engineer's Project No.: BUT-MON-2002

Change Order Summary

Approved Change Orders		
Number	**Additions**	**Deductions**
1	$16,309.40	
SEE BREAKDOWN ATTACHED		
TOTALS	$16,309.40	$0.00
NET CHANGE BY CHANGE ORDERS	**$16,309.40**	

Application For Payment

1. Original Contract Price: $33,986.00 ✓
2. Net change by Change Orders: $16,309.40 ✓
3. Current Contract Price (1 plus 2) $50,295.40 ✓ GWB
4. Work Completed * $50,073.50 ✓
5. Stored Materials * $0.00 ✓

To ensure payment include Property Insurance and Invoices for Stored Materials

6. Total completed and stored to date(4 plus 5): $50,073.50 ✓ GWB
7. Retainage (per Agreement):

Is Project 50% Complete? No - 8% of Competed and Stored to Date
Yes - 8% of 50% of Current Contract Price $2,002.94 ✓ GWB

8. Total completed and stored to date less retainage (6 minus 7) $48,070.56 ✓
9. Less previous Application for Payments $32,413.54 ✓

AMOUNT DUE THIS APPLICATION (8 MINUS 9): $15,657.02 ✓ GWB

* *Detailed breakdown attached*

CONTRACT TIME: On Schedule? X **YES** ____ **NO**

Contractor's Certification

The undersigned Contractor certifies that:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Contractor's Applications for Payment;
(2) Title of all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Contractor's Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All Work covered by this Contractor's Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: Barry Stang **Date:** 2/14/20

is recommended by: ____________ **(Engineer)** ____________ **(Date)**

is approved by: ____________ **(Owner)** ____________ **(Date)**

2020 ADA COMPLIANCE PROGRAM CHANGE ORDER - CITY OF MONROE - ESTIMATE #2 - AUGUST 11, 2020

FIELD CHANGE ORDER #1

DESCRIPTION	QUANTITY COMPLETED	UNIT PRICE	AMOUNT COMPLETED
SALZMAN ROAD BUS STOP			
1. REMOVAL, 8" AVG TOPSOIL & CONSTRUCT BASE	1052.4 SF	$6.00	**$6,314.40** ✓
2. 4" THICK CONCRETE ON COMPACTED AGG BASE	894.5 SF	$10.00	**$8,945.00** ✓ GWB
CHANGE ORDERS			
3. ASPHALT CONCRETE	1 LS	$300.00	**$300.00** ✓
4. ADJUST VALVE BOX	1 LS	$200.00	**$200.00** ✓
5. TREE REMOVED / GAS VALVE	1 LS	$500.00	**$500.00** ✓ GWB
6. SAW-CUT & SEAL EXISTING CRACKS	1 LS	$50.00	**$50.00** ✓
TOTAL WORK COMPLETED			**$16,309.40** ✓ GWB
LESS RETAINER			~~**($652.38)**~~
TOTAL AMOUNT DUE THIS ESTIMATE			~~**$15,657.02**~~ $16,309.40 GWB

APPROVED

City of Monroe

Signed: [signature]

8/14/2020

EMERGENCY RESOLUTION NO. 61-2020

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF $3,600.00 TO CIVICA NORTH AMERICA INC. AND DECLARING AN EMERGENCY.

WHEREAS, the tax software was needed due to COVID-19, but the price was unknown at the time it was needed and a purchase order was unable to be requested.

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

SECTION 1: A Then-and-Now Certificate in the amount of $3,600.00 is hereby approved.

SECTION 2: This measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and further for the reason that Council desires to authorize the Certificate at the earliest possible date to avoid any delay in paying for services rendered. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED:_________________

ATTEST: APPROVED:

_______________________ _______________________

Clerk of Council Mayor

EMERGENCY RESOLUTION NO. 62-2020

A RESOLUTION AUTHORIZING SPECIFIC EXPENDITURES OF THE CITY OF MONROE'S SHARE OF CORONAVIRUS RELIEF FUNDS AS LEGISLATED IN THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT, AND DECLARING AN EMERGENCY.

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the "Coronavirus Aid, Relief, and Economic Security Act" in House Bill 481 of the 133rd General Assembly (HB 481); and

WHEREAS, HB 481 requires subdivisions receiving funds under Section 1 of the act, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

WHEREAS, The City of Monroe requested its share of funds from the County Coronavirus Relief Distribution Fund by Emergency Resolution 40-2020 on June 9, 2020; and

WHEREAS, The U.S. Department of Treasury declared all public safety employees to be substantially dedicated to mitigating or responding to the COVID-19 public health emergency in its Coronavirus Relief Fund "Frequently Asked Questions"; and

WHEREAS, The Ohio Office of Budget and Management recommended that the local government Chief Executive Official declare a proclamation in some manner and document the individuals or job positions with the specific duties that meet the substantially dedicated criteria in its "Guidance and Frequently Asked Questions" for the Coronavirus Relief Fund; and

WHEREAS, The City of Monroe has identified certain expenditures of the funds that are consistent with CARES Act restrictions identified in 5001 of the CARES Act as described in 42 U.S.C. 601(d), as listed following this document as "Exhibit A."; and

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

<u>SECTION 1</u>: All funds received from the County Coronavirus Relief Fund are to be expended **<u>only</u>** to cover costs of the City consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

(1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);

(2) Were not accounted for in the City of Monroe's most recently approved budget as of March 27, 2020; and

(3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

<u>SECTION 2</u>: The City Council and the City Manager acknowledge that its public safety, public health, health care, human services, and similar employees perform specific duties that meet the substantially dedicated criteria, so the payroll expenses for said employees are an eligible expense under the CARES Act.

<u>SECTION 3</u>: The City Council and the City Manager acknowledge that some of its non-public safety employees have been repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency, and as such, their payroll expenses are an eligible expense under the CARES Act.

<u>SECTION 4</u>: This measure is hereby to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and further for the reason that Council desires to proceed with project at the earliest possible date. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED: ______________________

ATTEST:	APPROVED:
________________________________	________________________________
Clerk of Council	Mayor

City of Monroe

CARES Act Funding - COVID-19

03.02.2020 - 08.21.2020

$ 269,169.11	**TOTAL AVAILABLE**	($247,272.64, from Butler County; $20,534.30 from Warren County; $1,362.17 Interest Earned)
$ 269,169.11	**TOTAL REIMBURSEMENT**	
$ (0.00)	TOTAL REMAINING	

Amount	Description	Vendor	Date Purchased	Reason Eligible
$ 128,895.79	*Public Safety Overtime - Fire (March - August)*	City FF employees	Mar - Aug	#2 & #47 US Treasury FAQs - "Payroll costs for public health and public safety employees are payments for services bustantially dedicated to mitigating or responding to the COVID-19 public health emergency" & "As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020"
$ 30,934.99	*Police & Fire Pension - Fire Overtime*	City FF employees	Mar - Aug	*Public Assistance Program & Policy Guide* from FEMA: "FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee's actual fringe benefits. U.S. Dept of Treasury FAQs #11 - "The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund....Payroll and benefit costs associated with public employees..."
$ 3,243.79	*Workers Compensation - Fire Overtime*	City FF employees	Mar - Aug	*Public Assistance Program & Policy Guide* from FEMA: "FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee's actual fringe benefits. U.S. Dept of Treasury FAQs #11 - "The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund....Payroll and benefit costs associated with public employees..."
$ (2,873.73)	*Unreimbursed Workers Comp - Fire Overtime from above*			

$	42,988.66	*Public Safety Overtime - Police*	City Police employees	Mar - Aug	#2 & #47 US Treasury FAQs - "Payroll costs for public health and public safety employees are payments for services bustantially dedicated to mitigating or responding to the COVID-19 public health emergency" & "As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020"
$	10,317.28	*Police & Fire Pension - Police Overtime*	City Police employees	Mar - Aug	*Public Assistance Program & Policy Guide* from FEMA: "FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee's actual fringe benefits. U.S. Dept of Treasury FAQs #11 - "The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund....Payroll and benefit costs associated with public employees..."
$	1,081.85	*Workers Compensation - Police Overtime*	City Police employees	Mar - Aug	*Public Assistance Program & Policy Guide* from FEMA: "FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee's actual fringe benefits. U.S. Dept of Treasury FAQs #11 - "The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund....Payroll and benefit costs associated with public employees..."
$	53,849.36	*COVID-19 Related Personal Leave (FFCRA)*	City employees	Mar - Aug	OBM Guidance & FAQs - "When can CRF funds be used to cover payroll expenses of employees on leave? (Updated July 16, 2020)" "CRF money may be used for leave required in the Families First Coronavirus Response Act (FFCRA). The jurisdiction must ensure that the leave was taken for reasons outlined in FFCRA." & US Dept of Treasury Guidance for State, Territorial, Local, & Tribal Governments, Nonexclusive examples of eligible expenditures #4, Bullet 4 "Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions"
$	19.99	*Logitech Computer Mouse*	Staples	3/13/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"

$	5.99	*Wall Charger*	Staples	3/13/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	19.99	*4' Power Strip*	Staples	3/14/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	9.99	*Mouse Pad*	Staples	3/15/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	136.99	*Storage Bins (2 pack)*	Amazon	3/13/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	19.98	*Master Locks (2 pack)*	Amazon	3/13/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	18.99	*Wireless keyboard & mouse*	Amazon	3/24/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	25.53	*Desktop Calculator*	Staples	3/31/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"

$	430.69	*Computer Monitors & Docking Station*	GovConnection, Inc.	4/3/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"
$	42.98	*Computer Keyboards*	Microcenter	4/6/2020	OBM Guidance & FAQs - Under the "Permissible Use of Funds" section: Equipment - "Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions" & "Equipment and lease costs if previously unbudgeted and consistent with other criteria"

$ 269,169.11

RESOLUTION NO. 63-2020

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND FISHBECK FOR PROFESSIONAL ENGINEERING SERVICES TO PERFORM A RISK AND RESILIENCY ASSESSMENT FOR THE CITY'S PUBLIC WAER SYSTEM.

WHEREAS, the United States Environmental Protection Agency (USEPA) requires that a Risk and resiliency assessment be filed no later than June 30, 2021.

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

SECTION 1: The City Manager is hereby authorized to enter into an agreement by and between the City of Monroe and Fishbeck for professional engineering services to perform a Risk and Resiliency Assessment for the City's public water system. The terms and conditions of said agreement are set forth on Exhibit "A" attached hereto and made a part hereof.

SECTION 2: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED:________________

ATTEST: APPROVED:

______________________________ ______________________________

Clerk of Council Mayor

First Reading:________________

Exhibit "A" Res No. 63-2020

fishbeck
Engineers | Architects | Scientists | Constructors

11353 Reed Hartman Highway, Suite 500
Cincinnati, Ohio 45241

513.469.2370 | fishbeck.com

July 9, 2020

Gary Morton
Director of Public Works
City of Monroe
1000 Holman Avenue
Monroe, OH 45050

Proposal for Professional Engineering Services
Public Water System Risk and Resiliency Assessment

Dear Mr. Morton:

Fishbeck is pleased to provide our proposal to perform a Risk and Resiliency Assessment (RRA) for the City of Monroe Public Water System (PWS). The assessment will bring the City into compliance with Section 2013 of America's Water Infrastructure Act of 2018 (AWIA). In this proposal, we also provide information and an approach for completion of an update to the City's Emergency Response Plan (ERP), as this will be included as a second phase of regulatory compliance.

Regulatory Framework

In 2002 the Public Health Security and Bioterrorism Response Act was signed into law. Title IV of the Act added Section 1433 to the Safe Drinking Water Act. Section 1433 focused on ensuring the safety and security of the nation's drinking water supplies. It required a PWS that serves more than 3,300 customers to perform a Vulnerability Assessment (VA) and prepare an Emergency Response Plan (ERP) that incorporates the results of the VA.

The AWIA was promulgated in 2018. The AWIA replaces Section 1433 of the Safe Drinking Water Act. It provides for water infrastructure improvements throughout the nation by requiring every PWS to:

- Complete an RRA demonstrating that the PWS has implemented reasonable controls to secure against natural disasters, cyber security threats, and threats to financial infrastructure.
- Prepare an ERP or update its existing ERP.
- Submit statements to the U.S. Environmental Protection Agency (USEPA) certifying the RRA was performed and the ERP prepared or updated.
- Review its RRA and ERP at least every five years and update them, if necessary.

Deadlines for submitting the certification statements depend on the number of customers the PWS serves, including customer communities, if any, according to the following schedule:

Population Served	RRA Certification Deadline	ERP Certification Deadline
≥100,000	March 31, 2020	September 30, 2020
50,000 to 99,999	December 31, 2020	June 30, 2021
3,301 to 49,999	June 30, 2021	December 30, 2021

These are deadlines for submitting the statements which, if not met, could lead to enforcement action being taken by the USEPA. The statements may be submitted at any time before the deadlines. Fishbeck believes they should be submitted as soon as possible.

The City should note that there is a fundamental difference between the focus of a PWS's Water Asset Management Plan and the focus of the RRA and ERP update required by the AWIA. The asset management plan focuses on the condition and criticality of individual equipment assets. The RRA and ERP Update focus on malevolent acts and natural disasters to which a PWS facility, system, or process critical to the mission of providing safe drinking water may reasonably be expected to be exposed to, and against which it can reasonably be expected to protect against through the use of institutional controls.

Project Understanding

The City's PWS services fewer than 50,000 customers. Thus, the deadline for certifying completion of the City's PWS RRA is June 30, 2021. The corresponding deadline for certification of the ERP is December 30, 2021. We anticipate completion of the work well in advance of these deadlines.

It is also our understanding that the City's prior VA is unavailable.

Fishbeck will bring the City's PWS into compliance with the first part of the AWIA by completing an RRA. We will use a spreadsheet-based process which will allow the City to self-perform the required 5-year RRA updates in the future. The required forms for certification to USEPA will be provided for the City's use.

Fishbeck understands the documents that will be used and prepared during the course of the project contain confidential information. We will manage the documents and information accordingly:

- We will minimize the number of our staff who participate in the project and limit access to confidential information to only those staff.
- We will limit access to confidential information by storing it on our secured server.
- The secured server will be able to be accessed only by the project team members.
- We will transmit deliverables in a format approved by the City.

By completing the RRA (and future ERP Update), Fishbeck will provide the City with the means to submit its certification statements to the USEPA; the AWIA specifies the City must submit the statements itself. The City is not required to make any hard-copy or other submittals to the USEPA besides the certification statements. The information that is generated pursuant to making the certification statements is protected from disclosure.

Scope of Services

Risk and Resiliency Assessment

Fishbeck will work with the City to develop a list of mission critical facilities for the RRA. Preliminarily we have identified the following:

- Britton Lane Standpipe.
- North Main Street Water Tower.
- Cemetery Water Tower.
- M.A.D.E. Industrial Park Water Tower.
- The four Butler County Connections.

To optimize our efforts and minimize the City's time, we will arrange to visit these locations on the same day as our project kickoff meeting.

Once the mission critical facility list is established, we will discuss reasonable threats that can be assigned to each facility. This process is referred to as asset/threat pairing.

The overarching threat to the City's PWS is the loss of source water from Butler County. Other potential threats include:

- Physical damage.
- Accidental Contamination.
- Intentional Contamination.

The method used to perform the RRA is not mandated by the USEPA. Three methods are commonly used, each of which is based upon the following American Water Works Association (AWWA) standards:

- AWWA J-100 Risk and Resilience Management of Water and Wastewater Systems.
- AWWA G430 Security Practices for Operation and Management.
- Cybersecurity Risk & Responsibility in the Water Sector.
- AWWA G300 Source Water Protection.

The three typical methods commonly used are the USEPA Vulnerability Self-Assessment Tool (VSAT) Program, the Risk Analysis and Management for Critical Asset Protection (RAMCAP) method, and preparation of an Engineering Report. Fishbeck has experience performing these analyses using all of these methods therefore, we can customize the process to suit the Township's needs. The VSAT Program is web-based, very slow and requires significant information to provide useful results. It is intended for use by utilities so they can self-perform the work. Our experience shows that few PWS's have the available time or personnel to self-perform this work. The RAMCAP method is very thorough, detailed, and is the basis of AWWA J-100. Fishbeck has also developed a spreadsheet-based analysis that combines the VSAT methodology with established asset management style scoring.

Based on the size and complexity of the system, we propose to use the spreadsheet-based analysis.

ERP Update (if authorized at a later date)

The City has a 2017 Water Contingency document. Our preliminary review of this document has determined that it is very comprehensive and contains many of the items required for compliance with AWIA. Certification of the City's ERP is not due until 6 months after the certification of the RRA. Therefore, we recommend proceeding with just the RRA at this time. As part of the RRA we will evaluate the level of effort needed to perform the ERP Update. Upon completion of the RRA, if desired by the City, Fishbeck can provide a Professional Services Fee for the ERP Update.

Typically, to perform an ERP Update, our scope of work is structured to address the following items:

- Review the existing documents.
- Identify items that require general updating – updates performed by the City.
- Identify items that must be included based upon the RRA.
- Assist with the preparation new sections required by the RRA.

New sections required by the RRA will be prepared as individual documents for the City to incorporate into the existing Contingency Plan.

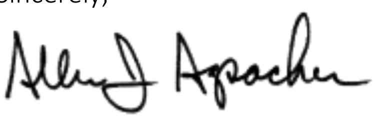
Professional Services Fees

Fishbeck proposes to implement the scope of services presented in this proposal for a lump sum fee of Eighteen Thousand Seven Hundred Dollars ($18,700) for the RRA. If requested by the City in the future, Fishbeck will prepare a separate proposal for performing the ERP Update.

Authorization

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Dawn Smith (dmsmith@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt. If you have any questions or require additional information, please contact me at 513.247.8576 or ajaspacher@fishbeck.com.

Sincerely,



Allen J. Aspacher, PE
Vice President/Senior Project Manager

Attachments
By hand delivery

11353 Reed Hartman Highway, Suite 500
Cincinnati, Ohio 45241

513.469.2370 | fishbeck.com

Professional Services Agreement

PROJECT NAME	Monroe, OH – Public Water System Risk and Resiliency Assessment
FISHBECK CONTACT	Allen J. Aspacher, PE
CLIENT	City of Monroe
CLIENT CONTACT	Gary Morton
ADDRESS	1000 Holman Avenue, Monroe, OH 45050

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: In accordance with proposal dated July 9, 2020.

AGREEMENT. The Agreement consists of this page and the documents that are checked:
☒ Terms and Conditions for Professional Services, attached.
☒ Proposal dated July 9, 2020.
☐ Other:

METHOD OF COMPENSATION:
☒ Lump Sum for Defined Scope of Services
☐ Hourly Billing Rates plus Reimbursable Expenses
☐ Other:

Budget for Above Scope of Services: Fishbeck proposes to implement the scope of services presented in this proposal for a lump sum fee of Eighteen Thousand Seven Hundred Dollars ($18,700) for the RRA. If requested by the City in the future, Fishbeck will prepare a separate proposal for performing the ERP Update.

ADDITIONAL PROVISIONS (IF ANY): None.

APPROVED FOR:		ACCEPTED FOR:	
City of Monroe		Fishbeck	
BY:		BY:	Allen J. Aspacher
TITLE:		TITLE:	Vice President
DATE:		DATE:	July 9, 2020

Terms and Conditions for Professional Services

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method used, these Terms and Conditions shall prevail as the basis of Client's authorization to Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.

2. **CLIENT RESPONSIBILITIES.** Client shall provide all criteria and full information as to requirements for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include full-time construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.

3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.

4. **REIMBURSABLE EXPENSES.** Those costs incurred on or directly for Client's Project. Reimbursement shall be at Fishbeck's current rate for mileage for service vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.

5. **OPINIONS OF COST.** Any opinions of probable construction cost and/or total project cost provided by Fishbeck will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, Fishbeck cannot warrant that bids or ultimate construction or total project costs will not vary from such estimates.

6. **PROFESSIONAL STANDARDS; WARRANTY.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of Fishbeck's profession practicing under similar circumstances at the same time and in the same locality. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.

7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a termination charge to cover finalization work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.

8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.

9. **PAYMENT TO FISHBECK.** Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed. Interest of 1 percent per four-week period will be payable on all amounts not paid within 28 days from date of invoice, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

   Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

   If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

   In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.

11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of $250,000 or the amount of the fee earned under this Agreement.

    To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

    Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.

13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers' compensation insurance for Client's employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

    Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

    Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

14. **INDEMNIFICATION.** Fishbeck will defend, indemnify, and hold Client harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures to the extent caused by Fishbeck's negligence or willful misconduct. Client agrees to defend, indemnify, and hold Fishbeck harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures allegedly caused by Fishbeck's performance of services hereunder, except for injury or loss to the extent caused by the negligence or willful misconduct of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.

15. **CONSEQUENTIAL DAMAGES.** Client and Fishbeck waive consequential damages for claims, disputes, or other matters in question relating to this Agreement including, but not limited to, loss of business.

16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck's reasonable collection expenses including attorney fees.

17. **OWNERSHIP OF WORK PRODUCT.** Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client's risk and full legal responsibility, without liability to Fishbeck. Client shall defend, indemnify, and hold harmless Fishbeck from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.

18. **ELECTRONIC MEDIA.** Data, reports, drawings, specifications, and other material and deliverables may be transmitted to Client in either hard copy, digital, or both formats. If transmitted electronically, and a discrepancy or conflict with the electronically transmitted version occurs, the hard copy in Fishbeck's files used to create the digital version shall govern. If a hard copy does not exist, the version of the material or document residing on Fishbeck's computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.

19. **GENERAL CONSIDERATIONS.** Client and Fishbeck each are hereby bound and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

    Neither Client nor Fishbeck shall assign this Agreement without the written consent of the other.

    Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

    This Agreement shall be governed by the law of the principal place of business of Fishbeck.

    This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

RESOLUTION NO. 64-2020

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

(CITY COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the **CITY OF MONROE** , Butler County, Ohio, met in

____________________ session on the _________ day of __________________________, 20_______, at the
(regular or special)

office of ____ with the following members present:

____

____

____

____

____

____

____

_______________________________________ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2021; and

WHEREAS, the Budget Commission of Butler County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten mill tax limitation; therefore be it

RESOLVED, By the Council of the **CITY OF MONROE,** Butler County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
GENERAL FUND	880,000.00		2.32	
GENERAL BOND RETIREMENT FUND				
PARK FUND				
RECREATION FUND				
POLICE		595,000.00		2.50
FIRE		1,265,000.00		4.50
TOTAL	880,000.00	1,860,000.00	2.32	7.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	COUNTY AUDITOR'S ESTIMATE OF YIELD OF LEVY (Carry to Schedule A)	MAXIMUM RATE AUTHORIZED TO BE LEVIED
GENERAL FUND:		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
Current expense levy authorized by voters on ,20 not to exceed years.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMITATION	0.00	0.00
SPECIAL LEVY FUNDS:		
Levy authorized by voters on 20 not to exceed years.		0.00
Levy authorized by voters on 11/07 ,1989 not to exceed IND years. 89-N (POLICE)	595,000.00	2.50
Levy authorized by voters on 11/00 ,1983 not to exceed IND years. 83-N (FIRE)		
Levy authorized by voters on 11/07 ,1989 not to exceed IND years. 89-N (FIRE)	595,000.00	2.50
Levy authorized by voters on 05/03, 2005 not to exceed IND years. 2005-N (FIRE)	670,000.00	2.00
Levy authorized by voters on 20 not to exceed years.		
Levy authorized by voters on 20 not to exceed years.		
Levy authorized by voters on 20 not to exceed years.		
Levy authorized by voters on 20 not to exceed years.		
Levy authorized by voters on 20 not to exceed years.		

and be it further

RESOLVED, That the Clerk of this Council be, and he/she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

___________________________ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

______________________________, _______

______________________________, _______

______________________________, _______

______________________________, _______

______________________________, _______

______________________________, _______

______________________________, _______

Adopted the _______ day of ____________________, 20____.

____

MAYOR

____

CLERK OF COUNCIL

======================= ================== ================ ====== ========

CERTIFICATE OF COPY

ORIGINAL ON FILE

____

The State of Ohio, Butler County, ss.

I,________________________, Clerk of the Council of the City of ____________________,

within and for said County, and in whose custody the Files and Records of said Council are required

by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and

copied from the original ____

____

____

now on file, that the foregoing has been compared by me with said original document, and that the

the same is a true and correct copy thereof.

WITNESS my signature, this ________ day of ______________________, 20______

____
CLERK OF COUNCIL

____

NOTE: A copy of this Resolution must be certified to the County Auditor before the first day of October in each year, or at such later date as may be approved by the Board of Tax appeals.

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RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR. (CITY COUNCIL)

ADOPTED______________________,20_______ FILED________________ __, 20____

____
CLERK OF COUNCIL

____
COUNTY AUDITOR

____
DEPUTY AUDITOR

======================= ================== ================ ====== ========

EMERGENCY ORDINANCE NO. 2020-26

AN ORDINANCE DETERMINING TO ADJUST SPECIAL ASSESSMENTS LEVIED FOR THE PURPOSE OF CONSTRUCTING CERTAIN IMPROVEMENTS AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to a petition filed by the owners of the benefited properties, dated July 21, 2008, ("Petition") this City Council ("Council") of the City of Monroe ("City"), Butler and Warren Counties, Ohio by Resolution No. 69-2008 adopted August 12, 2008, has declared the necessity of acquiring and constructing the improvements described in such Resolution and has adopted the assessments with respect to such improvements prepared and filed with the Clerk of Council and by Ordinance No. 2008-34 adopted on August 12, 2008, determined to proceed with said improvements; and

WHEREAS, in accordance with the Petition, the improvements identified in such Ordinance (hereinafter called the "Improvements") have acquired and constructed on behalf of the City and in cooperation with the Warren County Port Authority ("Port Authority"); and

WHEREAS, the City has pursuant to Chapter 727 of the Ohio Revised Code authorized the assessments be levied and collected for the improvements identified in such Resolution (hereinafter called the "Improvements"); and

WHEREAS, this Council by Ordinance No. 2008-35 adopted August 12, 2008 levied special assessments against benefited properties and certified said assessments to the Warren County Auditor for collection; and

WHEREAS, the Tax Increment Service and Cooperative Agreement entered into by and among the City, the property owners and the Port Authority (the "Cooperative Agreement"), dated March 1, 2008 requires the assessments to be adjusted by the amount of service payments in lieu of taxes collected pursuant to Section 5709.42 of the Ohio Revised code and the Cooperative Agreement; and

WHEREAS, the City has received the report of the Administrator, as defined in the Cooperative Agreement, detailing the amount of service payments in lieu of taxes and other funds to be available during 2020 and 2021 for the purpose of making debt service payments and indicating the amount by which the special assessments to be collected should be adjusted for the 2021 collection year.

WHEREAS, this Council determines that the assessments previously levied should be adjusted.

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

SECTION 1: That the assessments of the cost and expense of the Improvements plus Administrative Expenses, which were previously certified by this Council to the Warren County Auditor's Office in the amounts as set forth in Exhibit "A" attached hereto, shall be adjusted and shall be levied and collected for collection year 2020 in the amounts set forth on Exhibit "B" attached hereto.

SECTION 2: The Clerk of Council is hereby directed to deliver a certified copy of this Ordinance to the Warren County Auditor after its adoption.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 4: That this measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and for the further reason that the immediate adoption of said Ordinance is necessary for the orderly reduction of the assessments; therefore, this measure shall be in full force and effect from and immediately after its adoption.

PASSED:________________________

ATTEST: APPROVED:

___________________________________ ___________________________________

Clerk of Council Mayor

Exhibit "A" E Ord No. 2015-23

Corridor 75 Park Project
Special Assessment Projections

GATEWAY INDUSTRIAL INFRASTRUCTURE

Collection Year	Principal	Interest	Total Debt Service	Port Fee	Trustee Fee	Administrator Fees	Contingency	Total Expenses	Transfers from Capitalized Interest Account	Transfers from Reserve Account	Net Special Assessment
2008*	--	$134,851.46	$134,851.46	$9,223.11	$533.33	$4,133.33	$0.00	$13,889.78	$134,851.46	$5,556.37	$8,333.41
2009	--	724,575.00	724,575.00	50,000.00	2,000.00	15,500.00	5,000.00	72,500.00	724,575.00	29,995.20	42,504.80
2010	--	724,575.00	724,575.00	50,000.00	2,000.00	16,135.50	5,000.00	73,135.50	724,575.00	29,995.20	43,140.30
2011	--	724,575.00	724,575.00	50,000.00	2,000.00	16,797.06	5,000.00	73,797.06	--	29,995.20	768,376.86
2012	--	724,575.00	724,575.00	50,000.00	2,000.00	17,485.73	5,000.00	74,485.73	--	29,995.20	769,065.53
2013	--	724,575.00	724,575.00	50,000.00	2,000.00	18,202.65	5,000.00	75,202.65	--	29,995.20	769,782.45
2014	--	724,575.00	724,575.00	50,000.00	2,000.00	18,948.96	5,000.00	75,948.96	--	29,995.20	770,528.76
2015	--	724,575.00	724,575.00	50,000.00	2,000.00	19,725.87	5,000.00	76,725.87	--	29,995.20	771,305.67
2016	--	724,575.00	724,575.00	50,000.00	2,000.00	20,534.63	5,000.00	77,534.63	--	29,995.20	772,114.43
2017	--	724,575.00	724,575.00	50,000.00	2,000.00	21,376.55	5,000.00	78,376.55	--	29,995.20	772,956.35
2018	320,000.00	724,575.00	1,044,575.00	50,000.00	2,000.00	22,252.98	5,000.00	79,252.98	--	29,995.20	1,093,832.78
2019	345,000.00	702,175.00	1,047,175.00	48,400.00	2,000.00	23,165.36	5,000.00	78,565.36	--	29,995.20	1,095,745.16
2020	370,000.00	678,025.00	1,048,025.00	46,675.00	2,000.00	24,115.14	5,000.00	77,790.14	--	29,995.20	1,095,819.94
2021	395,000.00	652,125.00	1,047,125.00	44,825.00	2,000.00	25,103.86	5,000.00	76,928.86	--	29,995.20	1,094,058.66
2022	425,000.00	624,475.00	1,049,475.00	42,850.00	2,000.00	26,133.12	5,000.00	75,983.12	--	29,995.20	1,095,462.92
2023	455,000.00	594,725.00	1,049,725.00	40,725.00	2,000.00	27,204.57	5,000.00	74,929.57	--	29,995.20	1,094,659.37
2024	485,000.00	562,875.00	1,047,875.00	38,450.00	2,000.00	28,319.96	5,000.00	73,769.96	--	29,995.20	1,091,649.76
2025	515,000.00	528,925.00	1,043,925.00	36,025.00	2,000.00	29,481.08	5,000.00	72,506.08	--	29,995.20	1,086,435.88
2026	550,000.00	492,875.00	1,042,875.00	33,450.00	2,000.00	30,689.80	5,000.00	71,139.80	--	29,995.20	1,084,019.60
2027	590,000.00	454,375.00	1,044,375.00	30,700.00	2,000.00	31,948.08	5,000.00	69,648.08	--	29,995.20	1,084,027.88
2028	635,000.00	413,075.00	1,048,075.00	27,750.00	2,000.00	33,257.96	5,000.00	68,007.96	--	29,995.20	1,086,087.76
2029	680,000.00	368,625.00	1,048,625.00	24,575.00	2,000.00	34,621.53	5,000.00	66,196.53	--	29,995.20	1,084,826.33
2030	730,000.00	317,625.00	1,047,625.00	21,175.00	2,000.00	36,041.02	5,000.00	64,216.02	--	29,995.20	1,081,845.82
2031	785,000.00	262,875.00	1,047,875.00	17,525.00	2,000.00	37,518.70	5,000.00	62,043.70	--	29,995.20	1,079,921.50
2032	840,000.00	204,000.00	1,044,000.00	13,600.00	2,000.00	39,056.96	5,000.00	59,656.96	--	29,995.20	1,073,661.76
2033	905,000.00	141,000.00	1,046,000.00	9,400.00	2,000.00	40,658.30	5,000.00	57,058.30	--	29,995.20	1,073,063.10
2034	975,000.00	23,125.00	1,048,125.00	4,875.00	2,000.00	42,325.29	5,000.00	54,200.29	--	1,029,835.37	72,489.92
Total	$10,000,000.00	$14,451,501.46	$24,451,501.46	$990,223.11	$52,533.33	$700,733.97	$130,000.00	$1,873,490.42		$1,785,271.74	$22,955,718.68

Total Special Assessment for Collection in 2009*: **$50,838.21**

* Pro-rated expenses for 2008 to be collected in the 2009 collection year.

Exhibit "B" E Ord No. 2020-26

Assessments per acre is $2,299.59 ($830,550.43/361.17290 acres). The City shall certify the following amounts to the Warren County Auditor pursuant to Section 4.2(e) of the Cooperative Agreement.

Parcel ID	Current Owner	Acreage	Special Assessment
11-05-400-021-1	Duke Energy Ohio Inc.	2.997	$ 6,891.88
11-04-200-008-1	MREIC Monroe OH LLC	22.4063	51,525.36
11-05-200-020-1	ProLogis-A5 OH III LLC	56.047	128,885.25
11-05-300-021-2	Park North 6 LLC	68.5176	157,562.55
11-05-400-035-1	Park North 8 LLC	44.5433	102,431.43
11-04-200-009-1	Park North 10 LLC	51.1947	117,726.94
11-05-400-034-1	Granite I (Park North 4) LLC	42.603	97,969.53
11-05-300-021-1	Park North 6 LLC	6.5564	15,077.05
11-05-400-035-2	Park North 8 LLC	10.9846	25,260.10
11-05-300-022-1	Park North 5 LLC	8.083	18,587.60
11-05-200-033-1	Granite I (Park North 2) LLC	33.782	77,684.83
11-05-200-034-1	Park North 3 LLC	13.458	30,947.91
Total		**361.1729**	**$830,550.43**

$10,740,000
WARREN COUNTY PORT AUTHORITY
SPECIAL OBLIGATION DEVELOPMENT
REVENUE REFUNDING BONDS
(OHIO COMMUNITIES ACCELERATOR FUND) SERIES 2018F
(CORRIDOR 75 PARK REFUNDING PROJECT)
DATED DECEMBER 18, 2018

ANNUAL ADMINISTRATOR'S REPORT

August 29, 2020

Prepared By:

Argus Growth Consultants, Ltd.

100 South Third Street
Columbus, Ohio 43215
614.227.4888

Argus Growth Consultants, Ltd.

INTRODUCTION

The Warren County Port Authority (the "Authority") issued its $10,000,000 Special Obligation Development Revenue Bonds, Series 2008A (Corridor 75 Park Project) (the "Original Bonds") on September 24, 2008 pursuant to the financing documents including: (a) a Master Trust Agreement dated as of March 1, 2008 (the "Original Trust Agreement"), between the Authority and U.S. Bank National Association, as trustee (the "Prior Trustee"), as supplemented by a Second Supplemental Trust Agreement dated as of September 24, 2008 (the "Second Supplement") and by a Third Supplemental Trust Agreement dated as of October 1, 2008 (the "Third Supplement"), and (b) a Tax Increment Service and Cooperative Agreement dated as of March 1, 2008 (the "Cooperative Agreement"), between the Authority, the City of Monroe` (the "City") and VH Monroe, LLC (the "Developer").

The Original Bonds were issued for the purpose of financing certain public infrastructure improvements to meet additional demand by future real estate developments on the available public infrastructure in the City, including certain private improvements (the "Development") undertaken by the Developer, at the southeast quadrant of the I-75/SR 63 interchange (the "Development Site").

The Authority issued its $11,185,000 Special Obligation Development Revenue Refunding Bonds, Series 2017 (Corridor 75 Park Project) (the "Prior Bonds") on November 8, 2017 pursuant to the financing documents including a Fourth Supplemental Trust Agreement dated as of November 1, 2017 (the "Fourth Supplement" and together with the Original Trust Agreement, the First Supplement, the Second Supplement, and the Third Supplement, the "Prior Trust Agreement") between the Authority and the Prior Trustee. The Prior Bonds were issued for the purpose of advance refunding the Original Bonds.

The Authority issued is $10,740,000 Special Obligation Development Revenue Refunding Bonds (Ohio Communities Accelerator Fund) Series 2018F (Corridor 75 Park Refunding Project) (the "Bonds") on December 18, 2018 pursuant to the financing documents including a Trust Indenture dated as of June 1, 2018 (the "Master Trust Indenture"), between the Authority and The Huntington National Bank, as trustee (the "Trustee"), as supplemented by the Seventh Supplemental Trust Indenture dated as of December 1, 2018 (together with the Master Trust Indenture, the "Trust Indenture") between the Authority and the Trustee. The Bonds were issued to refund the Prior Bonds.

The Bonds are special, limited obligations of the Authority, which are payable solely from (a) tax increment revenues to be collected by the City other than the portion of the service payments pledged to the Monroe Local School District as School District Compensation Payments (as that term is defined in the Cooperative Agreement) (the "Service Payments"); (b) special assessments (the "Special Assessments") to be levied by the City to the extent the Service Payments are expected to be insufficient to cover the debt service and administrative expenses on the Bonds; and (c) monies in certain funds and accounts held by the Trustee.

Argus Growth Consultants, Ltd. ("Argus") has been appointed by the Authority to carry out the duties of administrator (the "Administrator") under the Administration Agreement dated as of March 1, 2008 (the "Administration Agreement"), between the Authority, Argus and the Trustee, as the successor trustee. In its role as Administrator, Argus is required to prepare and submit to the Authority and the Trustee an annual report (the "Report") identifying all payments expected to be made in the upcoming fiscal year (January 1 through December 31), detailing the sources of revenue for such payments, and calculating the Annual Required Assessments (as defined herein) to be levied by the City for collection in the upcoming fiscal year. The Report, which includes all required information for both 2020 and 2021, is divided into three sections including: (1) Sources of Funds, (2) Uses of Funds, and (3) Annual Requirement Assessments. Any questions regarding this Report should be directed to:

Argus Growth Consultants, Ltd.
ATTN: Christiane W. Schmenk, President
100 South Third Street
Columbus, Ohio 43215
(614) 227-2323

SOURCES OF FUNDS

Principal and interest on the Bonds (the "Debt Service Charges") and Administrative Amounts (as hereinafter defined) of the Authority are secured by several sources including the Service Payments, the Special Assessments, and investment earnings on various funds held by the Trustee. Detailed descriptions of these revenue sources are included below.

Service Payments

Pursuant to the Cooperative Agreement, the Developer and subsequent owners of the Development Site make Service Payments to the City in amounts equal to the real property taxes the Developer and subsequent owners of the Development Site would have paid on the improvements to the Development Site had the improvements not been exempt from taxation. Under the Trust Indenture, the Service Payments are transferred to the Trustee, and the Trustee is to deposit the Service Payments in the Series 2018F Revenue Account of the Revenue Fund.

2020 Service Payments: According to the City, Service Payments in the amount of $147,583.69 (net of County Auditor fees) were collected in the first half settlement of 2020. For the first half settlement of 2020, the School District compensation payment was $66,412.66. The remaining amount ($81,171.03) was transferred to the Trustee pursuant to the Trust Indenture. The Trustee deposited the Service Payments in the Series 2018F Revenue Account of the Revenue Fund.

Table A-1
Series 2018F Revenue Account
(As June 30, 2020)

Balance as of July 31, 2019	$ 258,517.84
Second Half 2019 Settlement	442,867.25
First Half Settlement (Service Payments)	81,171.03
First Half Settlement (Special Assessments)	675,400.06
Transfer to Interest Payment Account	(414,166.37)
Transfer to Principal Payment Account	(490,000.00)
Payment of Administrative Expenses	(96,694.17)
Investment Earnings	2,523.58
Balance as of June 30, 2020	$ 459,619.22

The second half settlement of 2020 has not yet occurred. It is estimated that Service Payments of $61,764.93 (net of County Auditor fees) will be collected, and a compensation payment of $27,794.22 will be made to the School District, in the second half settlement of 2020. Consequently, an additional $33,970.71 will be deposited in the Series 2018F Revenue Account of the Revenue Fund in 2020.

2021 Service Payments: Pursuant to the financing documents, Annual Projected Service Payments means the amount of Service Payments estimated by the Administrator (assuming that existing levies will expire as scheduled, unless a renewal or replacement levy has been approved by the electorate of the applicable taxing jurisdiction, and assuming further that the properties from which Service Payments will be derived will be valued at the assessed value of the properties most recently estimated or determined, if no more recent estimates exist, by the Warren County Auditor) to be received by the City.

By the first day of October of the year prior to taxes being collected, the Warren County Auditor must prepare the final tax list, which assigns the true value of the parcels within the TIF district. The estimated true value of the taxable property in the TIF district as of January 1, 2020 has not yet been set by the County Auditor. Therefore, for purposes of estimating the Annual Projected Service Payments to be collected in 2021, we are assuming that the true value for the incremental value of properties in the TIF district in tax year 2020 remain at the values set in tax year 2019 ($9,674,930). It is estimated that Service Payments to be collected in 2021 will be $210,836.36 as follows, with Table A-2 showing estimated Service Payments for Warren County Tax District 58 and Table A-3 showing estimated Service Payments for Warren County Tax District 59:

Table A-2
Estimated Service Payments
to be Collected in 2021 (Tax District 58)

Market Value	$4,389,950.00
Assessed Value (35% of Market Value)	$1,536,582.50
Commercial/Industrial Effective Millage Rate	62.091022
Service Payment to be Collected (Full Year)	**$95,401.77**

Table A-3
Estimated Service Payments
to be Collected in 2021 (Tax District 59)

Market Value	$5,284,980.00
Assessed Value (35% of Market Value)	$1,849,743.00
Commercial/Industrial Effective Millage Rate	62.405747
Service Payment to be Collected (Full Year)	**$115,434.59**

After deduction of estimated County Auditor fees ($1,487.29) and the 45% compensation payment to the School District ($94,207.08), **$115,141.99** will remain available for Debt Service Charges on the Bonds and Administrative Expenses.

Special Assessments

Pursuant to a petition filed by the Developer with the City (the “Petition”), annual Special Assessments have been levied on all property within the Development Site for a period of twenty-seven (27) years in amounts sufficient to pay Debt Service Charges and Administrative Expenses in the succeeding fiscal year. Based on calculations prepared by the Administrator, the Special Assessments may be reduced or abated to the extent that Service Payments and other revenues cover all or a portion of the Debt Service Charges and Administrative Expenses for the succeeding fiscal year (the “Annual Required Assessments”). Under the Trust Indenture, the Special Assessments are transferred to the Trustee, and the Trustee is to deposit the Special Assessments into the Series 2018F Revenue Account of the Revenue Fund.

2019 Special Assessment: The Administrator calculated that the Annual Required Assessments to be placed on the 2018 tax duplicate for collection in 2019 was $779,225.02. Special Assessments in the amount of $779,225.02 were collected in 2019. This amount was transferred to the Trustee pursuant to the Trust Agreement. The Trustee deposited the Special Assessments in the Series 2018F Revenue Account of the Revenue Fund. The deposits during 2019 are shown in Table A-1 above.

2020 Special Assessment: The Administrator calculated that the Annual Required Assessments to be placed on the 2019 tax duplicate for collection in 2020 were $970,205.25. According to the City, Special Assessments in the amount of $675,400.06 were collected in the first half settlement of 2020. This amount was deposited in Series 2018F Revenue Subaccount of the Revenue Fund, which is shown on Table A-1, in accordance with the Trust Indenture.

The second half settlement has not yet occurred. It is estimated based on the County Auditor's collection data and the total amount of Special Assessments levied for collection in 2020 that **$294,805.19** of Special Assessments will be collected in the second half of 2020.

Bond Fund

Pursuant to the Trust Indenture, monies in the Series 2018F Interest Subaccount and the Series 2018F Principal Subaccount were pledged to the payment of Debt Service Charges on the Bonds.

Series 2018F Interest Subaccount

The Series 2018F Interest Subaccount was created under the Trust Agreement as part of the issuance of the Bonds. On July 31, 2019 the balance of the Series 2018F Interest Subaccount was $2.22. As of June 30, 2020, $419,685.48 was transferred into the Series 2018F Interest Subaccount, and the Series 2018F Interest Subaccount accrued $112.30 in interest between July 31, 2020 and June 30, 2020. From the amounts available in the Series 2018F Interest Subaccount, $419,800.00 was used to pay interest on the Bonds. Further, the Authority deposited $2,000 into the Series 2018F Interest Subaccount, which was used to pay a $2,000.00 fee to the Trustee. Therefore, the balance in the Series 2018F Interest Subaccount as of June 30, 2020 was **$0.00**.

Table A-4
Series 2018F Interest Subaccount Activity
(As June 30, 2020)

Beginning Balance	$ 2.22
Transfer from the Series 2018F Revenue Account	419,685.48
Transfer from the Authority	2,000.00
Payment of Interest on the Bonds	(419,800.00)
Payment of Trustee Annual Fee	(2,000.00)
Investment Earnings	112.30
Balance as of July 31, 2019	$ 0.00

Series 2018F Principal Subaccount

The Series 2018F Principal Subaccount was created under the Trust Agreement as part of the issuance of the Bonds. There was no activity in the Series 2018F Principal Subaccount prior to July 31, 2019. As of June 30, 2020, $490,000.00 was transferred into the Series 2018F Principal Subaccount, which amount was used to pay principal on the Bonds. In addition, the amounts available in the Series 2018F Principal Subaccount accrued $85.73 in interest. Therefore, the balance in the Series 2018F Principal Subaccount as of June 30, 2020 was **$85.73**.

Table A-5
Series 2018F Principal Subaccount Activity
(As June 30, 2020)

Beginning Balance	$ 0.00
Transfer from the Series 2018F Revenue Account	490,000.00
Payment of Principal on the Bonds	(490,000.00)
Investment Earnings	85.73
Balance as of June 30, 2020	$ 85.73

Reserve Fund

Reserve Requirement

The Series 2018F PRF Account in of the Primary Reserve Fund was created with the issuance of the Bonds and funded in the amount of $1,074,000.00 with the issuance of the Bonds. Following the initial deposit, the reserve requirement is equal to the ten percent (10%) of the sale proceeds of the Bonds (the "Reserve Requirement"), which for the Bonds is $1,074,000.00. The amount of the Reserve Requirement in the Series 2018F PRF Account is pledged to the payment of Debt Service Charges on the Bonds. Pursuant to the Trust Indenture, investment earnings on the Series 2018F PRF Account are retained in the Series 2018F PRF Account. After December 2nd but prior to December 31st of each year, the amount on deposit in the Series 2018F PRF Account that exceeds the Reserve Requirement is to be transferred to the Series 2018F Interest Subaccount or, if the amount already on deposit in the Series 2018F Interest Subaccount exceeds the amount of interest which will be due and payable on the Bonds in the next succeeding June 1st, to the Series 2018F Principal Subaccount.

2019 and 2020 Balance of the Series 2018F PRF Account in the Primary Reserve Fund

As of June 30, 2020, the Series 2018F PRF Account contains $1,095,824.07, which exceeds the Reserve Requirement by $21,824.07.

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USES OF FUNDS

Debt Service Charges

A copy of the debt service schedule for the Bonds is included as **Exhibit A** to this Report.

2019 Debt Service Charges: Debt Service Charges in 2019 included an interest payment of $194,513.33 due on June 1, an interest payment of $214,800 due on December 1, and a principal payment of $490,000.00 due on December 1. The interest payments due on June 1, 2019 ($194,513.33) and on December 1, 2019 ($214,000.00) were paid from available monies in the Series 2018F Interest Subaccount. The principal payment due on December 1, 2019 ($490,000.00) was pad from available monies in the Series 2018F Principal Subaccount.

2020 Debt Service Charges: Debt Service Charges in 2020 include interest payments of $205,000.00 due on June 1 and December 1 and a principal payment of $515,000.00 due on December 1. The interest payment due on June 1, 2020 ($205,000.00) was paid from available monies in the Series 2018F Interest Subaccount, and the Debt Service Charges due on December 1 will be paid from available monies as provided in the Trust Indenture.

2021 Debt Service Charges: Debt Service Charges in 2021 include interest payments of $194,700.00 due on both June 1 and on December 1, and a principal payment of $535,000.00 due on December 1. Debt Service Charges in 2021 will be paid from available monies as provided in the Trust Indenture.

Administrative Amounts

Administrative Amounts, as defined in Trust Indenture, means that portion of the Financing Payments to be paid to the Issuer or the Trustee, as applicable, for the payment of their respective fees and any other amounts other than Required Amounts to be paid under the Series 2018F Agreement, including any amounts required to be deposited in the Rebate Fund and in any reimbursement of any other expenses incurred by the Issuer or the Trustee, including those to comply with continuing disclosure or rebate obligations pertaining to the Bonds.

Administrative Amounts are payable on each Interest Payment Date from money held by the Trustee in the Series 2018F Revenue Account.

2019 Administrative Expenses: Pursuant to the issuance of the Bonds and the 2019 Annual Administrator's Report, Administrative Amounts for 2019 were estimated at $82,000.00. The table below compares estimated Administrative Amounts to actual Administrative Amounts applicable to bond year 2019.

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Table B-1
Administrative Amounts
Bond Year 2019 Activity
(As of June 30, 2020)

	Estimated	Amount Paid	Date Paid	Outstanding
Port Authority Fee (2019)	$50,000.00	$50,000.00	12/30/2019 and 6/24/2020	$0.00
Disclosure Fee	10,000.00	10,000.00	6/8/2020	0.00
Trustee Fee	2,000.00	2,000.00	3/31/2020	0.00
Administrator Fee	15,000.00	15,000.00	6/24/2020	0.00
Miscellaneous	5,000.00	2,000.00	6/24/2020	0.00
Total	**$ 82,000.00**	**$79,000.00**		**$0.00**

2020 Administrative Amounts: Pursuant to the 2019 Administrator's Report and the issuance of the Bonds, Administrative Amounts for 2020 are estimated at $82,000. The table below compares estimated Administrative Amounts to actual Administrative Amounts applicable to bond year 2020.

Table B-2
Administrative Amounts
Bond Year 2020 Activity
(As of June 30, 2020)

	Estimated	Amount Paid	Date Paid	Outstanding
Port Authority Fee (2020)	$50,000.00	$19,694.17	6/24/2020	$30,305.83
Disclosure Fee	10,000.00	0.00		10,000.00
Trustee Fee	2,000.00	0.00		2,000.00
Administrator Fee	15,000.00	0.00		15,000.00
Miscellaneous	5,000.00	0.00		0.00
Total	**$82,000.00**	**$19,694.17**		**$57,305.83**

2021 Administrative Amounts: The total Administrative Amounts for 2021 are estimated as follows:

Table B-2
Budgeted Administrative Expenses
2021

Port Authority Fee (2021)	$ 50,000.00
Disclosure Fee	10,000.00
Trustee Fee	2,000.00
Administrator Fee	15,000.00
Miscellaneous	5,000.00
Total	**$ 82,000.00**

ANNUAL REQUIRED ASSESSMENTS

Annual Required Assessments are defined in the financing documents as "an amount equal to (i) the sum of the Annual Bond Payments for the remainder of the then-current Bond Year and the Annual Bond Payments for the next succeeding Bond Year, less (ii) the Annual Available Amounts." Definitions of Annual Bond Payments and Annual Available Amounts are as follows:

> ***"Annual Bond Payments"*** mean, during any Bond Year, the principal of and interest and any premium on the Obligations and all related charges, including replenishment of any depleted reserve funds or reimbursement (including interest) for draws on a Credit Support Instrument in the Reserve Fund used to pay Debt Service Charges, Trustee fees, Administrative Amounts, the Authority Annual Fee, and other fees and annual servicing costs required to be paid during the Bond Year.
>
> ***"Annual Available Amounts"*** means the aggregate amounts estimated by the Administrator on an Annual Calculation Date to be available to pay the Annual Bond Payments in that and the next succeeding Bond Year, without reducing the amount in the Reserve Fund below the Reserve Requirement, which amount shall be equal to the sum of:
>
> (i) The value of amounts held in the Bond Fund, the Revenue Fund, the Administrative Expense Fund, the Surplus Fund, and the Capitalized Interest Account on the Annual Calculation Date; plus
>
> (ii) Annual Projected Service Payments, as estimated by the Administrator; plus
>
> (iii) The amount of any Special Assessment Collections due to be received by the City (or the Authority or the Trustee on behalf of the City) and to be transferred to and deposited with the Trustee from the Annual Calculation Date through December 31st of the same calendar year; plus
>
> (iv) If the Reserve Fund is in a form other than a Credit Support Instrument, the amounts estimated by the Administrator to be received by the Trustee as investment earnings on amounts in the Reserve Fund from the Annual Calculation Date through January 31st of the next succeeding Bond Year, provided that any amounts estimated to be received shall only be counted to the extent the total amount on deposit in the Reserve Fund is and is anticipated to remain equal to or greater than the Reserve Requirement, plus any excess expected to be available in the Reserve Fund as a result of any reduction in the Reserve Requirement; plus
>
> (v) The amount of any other revenues other than those mentioned in (i) through (iv) above to the extent that the Authority notifies the Administrator that the Authority reasonably expects that such revenues will be available to pay Annual Bond Payments during the next succeeding Bond Year.

2021 Annual Required Assessments:

The Annual Required Assessments to be placed on the 2020 tax duplicate (collection in 2021) are shown in the table below. The Annual Bond Payments are estimated to equal $1,783,705.83. The

Annual Available Amounts are estimated to equal $953,155.40, resulting in an estimated deficit of $830,550.43. As a result, Special Assessments in the amount of $830,550.43 need to be assessed in 2020 for collection in 2021.

Table C-1
Annual Required Assessments
2021

Annual Bond Payments	
Interest on Bonds – December 1, 2020	$ 205,000.00
Principal on Bonds—December 1, 2020	515,000.00
Interest on Bonds – June 1, 2021	194,700.00
Interest on Bonds – December 1, 2021	194,700.00
Principal on Bonds – December 1, 2021	535,000.00
Outstanding Administrative Expenses, 2020	57,305.83
2021 Administrative Expenses	82,000.00
Total Annual Bond Payments	**$ 1,783,705.83**
Annual Available Amounts	
Series 2018F Interest Subaccount	$ 0.00
Series 2018F Revenue Account	459,619.22
Balance of Service Payments to be Collected in 2020	61,764.93
Balance of Special Assessments to be Collected in 2020	294,805.19
Annual Projected Service Payments (2021)	115,141.99
Reserve Fund investment earnings through December 31, 2019	21,824.07
Total Annual Available Amounts	**$ 953,155.40**
Total Annual Available Amounts – Total Annual Bond Payments	**$ (830,550.43)**
Annual Required Assessments	**$ 830,550.43**

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According to the records of the Warren County Auditor, the Development Site, subject to the Special Assessment, currently consists of the following parcels:

Table C-2
Parcels Subject to the Special Assessment

Parcel ID	Account Number	Current Owner	Acreage
11-05-400-021-1	5900878	Duke Energy Ohio Inc.	2.997
11-04-200-008-1	5900896	MREIC Monroe OH LLC	22.4063
11-05-200-020-1	5802051	ProLogis-A5 OH III LLC	56.047
11-05-300-021-2	5900913	Park North 6 LLC	68.5176
11-05-400-035-1	5900911	Park North 8 LLC	44.5433
11-04-200-009-1	5900898	Park North 10 LLC	51.1947
11-05-400-034-1	5802135	Granite I (Park North 4) LLC	42.603
11-05-300-021-1	5802144	Park North 6 LLC	6.5564
11-05-400-035-2	5802143	Park North 8 LLC	10.9846
11-05-300-022-1	5802145	Park North 5 LLC	8.083
11-05-200-033-1	5802091	Granite I (Park North 2) LLC	33.782
11-05-200-034-1	5802092	Park North 3 LLC	13.458
11-05-600-008-0	5802147	Roadway (Park North Land LLC/Park North 5 LLC)	1.444
11-05-600-007-0	5900912	Roadway (Park North Land LLC/Park North 8, LLC)	1.3961
11-04-600-001-1	5900899	Road Way (City of Monroe)	5.5537
11-04-600-001-2	5802116	Road Way (City of Monroe)	0.7143
11-05-600-006-0	5802114	Road Way (City of Monroe)	5.793
11-05-600-005-0	5802099	Road Way (City of Monroe)	0.637
11-05-300-023-1	5802146	Open Space (Park North at Monroe Owners' Association, Inc.)	8.687
11-04-200-010-1	5900910	Open Space (Park North at Monroe Owners' Association, Inc.)	7.7491
11-05-400-026-0	5802097	Open Space (Park North at Monroe Owners' Association, Inc.)	11.093
11-05-400-027-2	5900891	Open Space (Park North at Monroe Owners' Association, Inc.)	4.868
11-05-400-027-1	5802098	Open Space (Park North at Monroe Owners' Association, Inc.)	12.86
11-05-200-030-1	5802087	Open Space (Park North at Monroe Owners' Association, Inc.)	1.194
Total			**423.1621**

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According to the Special Assessment Petition:

"The Special Assessment of a parcel shall be reapportioned to each new parcel upon the subdivision of a parcel. The Special Assessment shall be reapportioned to each new parcel in proportion to the developable portion (the "Net Acreage") of each new parcel, which Net Acreage shall not include any lots or lands constituting public improvements or related rights of way. The reapportionment of the Special Assessment to each subdivided parcel shall be represented by the following formula:

$$A = B \times (C / D)$$

Where the terms have the following meanings:

A = The Special Assessment levied upon a newly subdivided parcel
B = The Net Acreage of the subdivided parcel
C = The Special Assessment of the parcel prior to its subdivision
D = The Net Acreage of all of the parcels resulting from the subdivision of the parcel.

In the event of a subdivision, the computation of the Net Acreage shall be calculated by the Administrator (as defined in the Cooperative Agreement), based on the information available regarding the use of the parcel. The Administrator may estimate the Net Acreage as long as consistent standards are used in preparing the calculations. Any calculations or determinations by the Administrator shall be binding upon the Owners."

The Administrator has determined that the Net Acreage of the subdivided parcels to be the acreage of the parcels as listed on the Warren County Auditor's website (shown in the table below), which acreage excludes any open space and public right-of-way in the Development Site.

The minimum Special Assessment per acre to be collected from all Net Acreage necessary to satisfy the Annual Required Assessment of $830,550.43 is approximately $2,299.59 per acre ($830,550.43 Annual Required / Assessment 361.17290 acres = $2,299.59 per acre). The City shall certify the following amounts to the Warren County Auditor pursuant to Section 4.2(e) of the Cooperative Agreement:

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Table C-3
Special Assessments for Certification

Parcel ID	Account Number	Current Owner	Acreage	Special Assessment
11-05-400-021-1	5900878	Duke Energy Ohio Inc.	2.997	$ 6,891.88
11-04-200-008-1	5900896	MREIC Monroe OH LLC	22.4063	51,525.36
11-05-200-020-1	5802051	ProLogis-A5 OH III LLC	56.047	128,885.25
11-05-300-021-2	5900913	Park North 6 LLC	68.5176	157,562.55
11-05-400-035-1	5900911	Park North 8 LLC	44.5433	102,431.43
11-04-200-009-1	5900898	Park North 10 LLC	51.1947	117,726.94
11-05-400-034-1	5802135	Granite I (Park North 4) LLC	42.603	97,969.53
11-05-300-021-1	5802144	Park North 6 LLC	6.5564	15,077.05
11-05-400-035-2	5802143	Park North 8 LLC	10.9846	25,260.10
11-05-300-022-1	5802145	Park North 5 LLC	8.083	18,587.60
11-05-200-033-1	5802091	Granite I (Park North 2) LLC	33.782	77,684.83
11-05-200-034-1	5802092	Park North 3 LLC	13.458	30,947.91
Total			**361.1729**	$830,550.43

EXHIBIT A

$10,740,000
WARREN COUNTY PORT AUTHORITY
SPECIAL OBLIGATION DEVELOPMENT
REVENUE REFUNDING BONDS
(OHIO COMMUNITIES ACCELERATOR FUND) SERIES 2018F
(CORRIDOR 75 PARK REFUNDING PROJECT)
DATED DECEMBER 18, 2018

Date	Principal	Interest Rate	Interest	Total Debt Service	Annual Debt Service
6/1/2019			$194,513.33	194,513.33	
12/1/2019	490,000	4.000%	214,800.00	704,800.00	899,313.33
6/1/2020			205,000.00	205,000.00	
12/1/2020	515,000	4.000%	205,000.00	720,000.00	925,000.00
6/1/2021			194,700.00	194,700.00	
12/1/2021	535,000	4.000%	194,700.00	729,700.00	924,400.00
6/1/2022			184,000.00	184,000.00	
12/1/2022	555,000	4.000%	184,000.00	739,000.00	923,000.00
6/1/2023			172,900.00	172,900.00	
12/1/2023	580,000	4.000%	172,900.00	752,900.00	925,800.00
6/1/2024			161,300.00	161,300.00	
12/1/2024	600,000	4.000%	161,300.00	761,300.00	922,600.00
6/1/2025			149,300.00	149,300.00	
12/1/2025	620,000	4.000%	149,300.00	769,300.00	918,600.00
6/1/2026			136,900.00	136,900.00	
12/1/2026	645,000	4.000%	136,900.00	781,900.00	918,800.00
6/1/2027			124,000.00	124,000.00	
12/1/2027	670,000	4.000%	124,000.00	794,000.00	918,000.00
6/1/2028			110,600.00	110,600.00	
12/1/2028	700,000	4.000%	110,600.00	810,600.00	921,200.00
6/1/2029			96,600.00	96,600.00	
12/1/2029	730,000	4.000%	96,600.00	826,600.00	923,200.00
6/1/2030			82,000.00	82,000.00	
12/1/2030	760,000	4.000%	82,000.00	842,000.00	924,000.00
6/1/2031			66,800.00	66,800.00	
12/1/2031	790,000	4.000%	66,800.00	856,800.00	923,600.00
6/1/2032			51,000.00	51,000.00	
12/1/2032	815,000	4.000%	51,000.00	866,000.00	917,000.00
6/1/2033			34,700.00	34,700.00	
12/1/2033	850,000	4.000%	34,700.00	884,700.00	919,400.00
6/1/2034			17,700.00	17,700.00	
12/1/2034	885,000	4.000%	17,700.00	902,700.00	920,400.00
Total	$10,740,000		$3,984,313.33	$14,724,313.33	$14,724,313.33

EMERGENCY ORDINANCE NO. 2020-27

AN ORDINANCE DETERMINING TO ADJUST SPECIAL ASSESSMENTS LEVIED FOR THE PURPOSE OF CONSTRUCTING CERTAIN IMPROVEMENTS AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to a petition filed by the owner of the benefited properties, dated August 13, 2018 ("Petition") this City Council ("Council") of the City of Monroe ("City"), Butler and Warren Counties, Ohio by Emergency Resolution No. 51-2018 adopted August 28, 2018, has declared the necessity of acquiring, constructing, installing, equipping, and improvement public improvements described in such Resolution and has adopted the assessments with respect to such improvements prepared and filed with the Clerk of Council and by Emergency Ordinance No. 2018-19 adopted on August 18, 2018, determined to proceed with said improvements; and

WHEREAS, in accordance with the Petition, the improvements identified in such Ordinance (hereinafter called the "Improvements") have been acquired and constructed on behalf of the City and in cooperation with the Warren County Port Authority ("Port Authority"); and

WHEREAS, the City has pursuant to Chapter 727 of the Ohio Revised Code authorized the assessments be levied and collected for the improvements identified in such Resolution (hereinafter called the "Improvements"); and

WHEREAS, this Council by Emergency Ordinance No. 2018-20 adopted on August 18, 2018 levied special assessments against benefited properties and certified said assessments to the Warren County Auditor for collection; and

WHEREAS, the City has received the report of the Administrator detailing the amount of service payments in lieu of taxes and other funds to be available during 2019 and 2020 for the purpose of making debt service payments and indicating the amount by which the special assessments to be collected should be adjusted for 2020 collection year.

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

<u>SECTION 1</u>: That the assessments of the cost and expense of the Improvements plus, Administrative Expenses, which were previously certified by this Council to the Warren County Auditor's office in the amounts set forth in Exhibit "A" attached hereto, shall be adjusted and shall be levied and collected for collection year 2020 in the amounts set forth on Exhibit "B" attached hereto.

<u>SECTION 2</u>: The Clerk of Council is hereby directed to deliver a certified copy of this Ordinance to the Warren County Auditor after adoption.

<u>SECTION 3</u>: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this

Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements included Section 121.22 of the Ohio Revised Code.

SECTION 4: This measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and for the further reason that the immediate adoption of said Ordinance is necessary for the orderly reduction of the assessments. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED:______________________

ATTEST: APPROVED:

______________________________ ______________________________

Clerk of Council Mayor

Exhibit “A” E Ord No. 2019-21

EXHIBIT A

$2,685,000
WARREN COUNTY PORT AUTHORITY
DEVELOPMENT REVENUE BONDS
(OHIO COMMUNITIES ACCELERATOR FUND) SERIES 2018D
(MONROE SPECIAL ASSESSMENT PROJECT)
DATED NOVEMBER 9, 2018

Date	Principal	Interest Rate	Interest	Total Debt Service	Annual Debt Service
12/1/2018					
6/1/2019			$ 71,562.71	$ 71,562.71	
12/1/2019			63,768.75	63,768.75	$ 135,331.46
6/1/2020			63,768.75	63,768.75	
12/1/2020	$ 25,000	4.750%	63,768.75	88,768.75	152,537.50
6/1/2021	45,000	4.750%	63,175.00	108,175.00	
12/1/2021	30,000	4.750%	62,106.25	92,106.25	200,281.25
6/1/2022	45,000	4.750%	61,393.75	106,393.75	
12/1/2022	30,000	4.750%	60,325.00	90,325.00	196,718.75
6/1/2023	50,000	4.750%	59,612.50	109,612.50	
12/1/2023	30,000	4.750%	58,425.00	88,425.00	198,037.50
6/1/2024	50,000	4.750%	57,712.50	107,712.50	
12/1/2024	35,000	4.750%	56,525.00	91,525.00	199,237.50
6/1/2025	55,000	4.750%	55,693.75	110,693.75	
12/1/2025	35,000	4.750%	54,387.50	89,387.50	200,081.25
6/1/2026	55,000	4.750%	53,556.25	108,556.25	
12/1/2026	40,000	4.750%	52,250.00	92,250.00	200,806.25
6/1/2027	55,000	4.750%	51,300.00	106,300.00	
12/1/2027	40,000	4.750%	49,993.75	89,993.75	196,293.75
6/1/2028	60,000	4.750%	49,043.75	109,043.75	
12/1/2028	45,000	4.750%	47,618.75	92,618.75	201,662.50
6/1/2029	65,000	4.750%	46,550.00	111,550.00	
12/1/2029	45,000	4.750%	45,006.25	90,006.25	201,556.25
6/1/2030	65,000	4.750%	43,937.50	108,937.50	
12/1/2030	50,000	4.750%	42,393.75	92,393.75	201,331.25
6/1/2031	70,000	4.750%	41,206.25	111,206.25	
12/1/2031	55,000	4.750%	39,543.75	94,543.75	205,750.00
6/1/2032	70,000	4.750%	38,237.50	108,237.50	
12/1/2032	55,000	4.750%	36,575.00	91,575.00	199,812.50
6/1/2033	75,000	4.750%	35,268.75	110,268.75	
12/1/2033	60,000	4.750%	33,487.50	93,487.50	203,756.25
6/1/2034	80,000	4.750%	32,062.50	112,062.50	
12/1/2034	65,000	4.750%	30,162.50	95,162.50	207,225.00
6/1/2035	80,000	4.750%	28,618.75	108,618.75	
12/1/2035	70,000	4.750%	26,718.75	96,718.75	205,337.50
6/1/2036	85,000	4.750%	25,056.25	110,056.25	
12/1/2036	70,000	4.750%	23,037.50	93,037.50	203,093.75
6/1/2037	90,000	4.750%	21,375.00	111,375.00	
12/1/2037	75,000	4.750%	19,237.50	94,237.50	205,612.50
6/1/2038	95,000	4.750%	17,456.25	112,456.25	
12/1/2038	80,000	4.750%	15,200.00	95,200.00	207,656.25
6/1/2039	100,000	4.750%	13,300.00	113,300.00	
12/1/2039	85,000	4.750%	10,925.00	95,925.00	209,225.00
6/1/2040	375,000	4.750%	8,906.25	383,906.25	383,906.25
Total	$2,685,000.00		$1,830,250.21	$ 4,515,250.21	$ 4,515,250.21

Exhibit "B" E Ord. No. 2020-27

The amount of the Special Assessment per acre to be collected from all Net Acreage necessary to satisfy the Annual Required Assessment of $228,490.14 is approximately $14,786.80 per acre ($228,490.14 Annual Required / Assessment of 15.4523 acres = $14,786.80 per acre).

Parcel ID	Current Owner	Acreage	Special Assessment
11051280060	17AC East of Senate, LLC	1.6505	$ 24,405.62
11063770130	17AC East of Senate, LLC	9.5903	141,809.89
11063770140	17AC East of Senate, LLC	1.7991	26,602.94
11052010010	17AC East of Senate, LLC	0.7410	10,957.02
11052010021	17AC East of Senate, LLC	1.6714	24,714.67
Total		**15.4523**	**$228,490.14**

$2,685,000
WARREN COUNTY PORT AUTHORITY
DEVELOPMENT REVENUE BONDS
(OHIO COMMUNITIES ACCELERATOR FUND) SERIES 2018D
(MONROE SPECIAL ASSESSMENT PROJECT)
DATED NOVEMBER 9, 2018

ANNUAL ADMINISTRATOR'S REPORT

August 29, 2020

Prepared By:

Argus Growth Consultants, Ltd.

100 South Third Street
Columbus, Ohio 43215
614.227.4888

INTRODUCTION

The Warren County Port Authority (the "Authority") issued its $2,685,000 Development Revenue Bonds (Ohio Communities Accelerator Fund) Series 2018D (Monroe Special Assessment Project) (the "Bonds") on November 9, 2018 pursuant to the financing documents including: (a) a Trust Indenture dated as of June 1, 2018 (the "Master Trust Indenture"), between the Authority and The Huntington National Bank, as trustee (the "Trustee"), as supplemented by the Seventh Supplemental Trust Indenture dated as of December 1, 2018 (the "Supplemental Trust Indenture" and, together with the Master Trust Indenture, the "Trust Indenture") between the Authority and the Trustee, and (b) a Cooperative Agreement dated as of November 1, 2018 (the "Cooperative Agreement"), between the Authority, the City of Monroe (the "City") and 17AC East of Senate, LLC (the "Developer").

The Bonds were issued for the purpose of financing certain public infrastructure improvements to meet additional demand by future real estate developments on the available public infrastructure in the City, including certain public roads, sewers, drains, and water pipes, together with the facilities and appurtenances necessary and proper therefor.

The Bonds are special, limited obligations of the Authority, which are payable solely from special assessments (the "Special Assessments") to levied by the City and monies in certain funds and accounts held by the Trustee.

The City levied the Special Assessments pursuant to a Petition to Assess Property Within the City of Monroe to Pay a Portion of the Costs of Public Improvements submitted to the City by the Developer on August 13, 2018 (the "Original Petition"), as amended by an Amendment to the Petition to Assess Property Within the City of Monroe to Pay a Portion of the Costs of Public Improvements submitted by the Developer to the City on October 15, 2018 (together with the Original Petition, the "Petition"). The City accepted the Petition and levied the Special Assessments by approving Resolution No. 51-2018 on August 28, 2018, Ordinance 2018-28 on October 23, 2018, and Ordinance 2018-29 on October 23, 2018 (the "Assessing Ordinance"). The Special Assessments levied pursuant to the Petition and the City's legislation are subject to reduction to equal the Annual Required Assessment (as defined herein).

Argus Growth Consultants, Ltd. ("Argus") has been appointed by the Authority to carry out the duties of administrator (the "Administrator") under the Administration Agreement dated as of November 1, 2018 (the "Administration Agreement"), between the Authority, Argus and the Trustee, as the successor trustee. In its role as Administrator, Argus is required to prepare and submit to the Authority and the Trustee an annual report (the "Report") identifying all payments expected to be made in the upcoming fiscal year (January 1 through December 31), detailing the sources of revenue for such payments, and calculating the Annual Required Assessment (as defined herein) to be certified by the City for collection in the upcoming fiscal year. The Report, which includes all required information for both 2020 and 2021, is divided into three sections including: (1) Sources of Funds, (2) Uses of Funds, and (3) Annual Requirement Assessment. Any questions regarding this Report should be directed to:

Argus Growth Consultants, Ltd.
ATTN: Christiane W. Schmenk, President
100 South Third Street
Columbus, Ohio 43215
(614) 227-2323

SOURCES OF FUNDS

Principal and interest on the Bonds (the "Debt Service Charges") and Administrative Amounts (as hereinafter defined) of the Authority are secured by several sources including the Special Assessments and investment earnings on various funds held by the Trustee. Detailed descriptions of these revenue sources are included below.

Special Assessments

Pursuant to the Petition, annual Special Assessments have been levied on the property subject to the Petition for a period of twenty (20) years in amounts sufficient to pay Bond Service Charges and Administrative Amounts in the succeeding fiscal year. Based on calculations prepared by the Administrator, the Special Assessments may be reduced or abated to cause the Special Assessments to equal the Administrative Amounts and Bond Service Charges due in the year of collection, PLUS any then-existing deficiencies in Special Assessments Collected by the City, LESS any investment earnings in the Series 2018D PRF Account (as that term is defined in the Trust Indenture), as of June 1 in the year of the calculation, LESS any amounts that the Authority notifies the Administrator are available to pay Administrative Amounts and Bond Service Charges in the applicable year (the "Annual Required Assessment"). Under the Trust Indenture, the Special Assessments are transferred to the Trustee, and the Trustee is to deposit the Special Assessments into the Series 2018D Revenue Account of the Revenue Fund.

2019 Special Assessment: The City did not levy any Special Assessments for collection in 2019. The first year in which the Special Assessments were levied for collection under the Assessing Ordinance is 2020 (for tax year 2019).

2020 Special Assessment: The City levied Special Assessments for collection in 2020 in the aggregate amount of $154,536.12. The County collected $90,577.55 with the first half 2020 property tax collection cycle and retained $4,313.22 of this amount as a collection fee. The remaining $86,264.33 was deposited with the Trustee. The County collected $71,685.39 in the second half 2020 property tax collection cycle. The County is expected to retain $3,413.60 of this amount as its collection fee and deposit the remaining $68,271.79 with the Trustee.

Bond Fund

Pursuant to the Trust Indenture, monies in the Series 2018D Interest Subaccount and the Series 2018D Principal Subaccount were pledged to the payment of Bond Service Charges on the Bonds.

Series 2018D Interest Subaccount

The Series 2018D Interest Subaccount was created on November 9, 2018, as part of the issuance of the Bonds. As of July 31, 2019, the balance in the Series 2018D Interest Subaccount as of July 31, 2019 was $88.54. As of June 30, 2020, $127,436.86 was transferred into the Series 2018D Interest Subaccount, and the Series 2018D Interest Subaccount accrued $12.10 in interest. The amounts on deposit in the Series 2018D Interest Subaccount were used to pay interest on the Bonds on December 1, 2019 ($63,768.75) and on June 1, 2020 ($63,768.75). Therefore, the balance in the Series 2018D Interest Subaccount as of June 30, 2020 was $0.00.

Table A
Series
2019 and 2020 Activity
(As June 30, 2020)

Beginning Balance	$	88.54
Transfer from the Capitalized Interest Account		127,436.86
Payment of Interest on the Bonds		(127,537.50)
Investment Earnings		12.10
Balance as of June 30, 2020	$	0.00

Series 2018D Principal Subaccount

There has not been any activity in the Series 2018D Principal Subaccount through June 30, 2020.

Reserve Fund

The Series 2018D PRF Account in of the Primary Reserve Fund was created and funded in the amount of $268,500.00 with the issuance of the Bonds. Following the initial deposit, the reserve requirement is equal to the ten percent (10%) of the sale proceeds of the Bonds (the "Reserve Requirement"), which for the Bonds is $268,500.00. The amount of the Reserve Requirement in the Series 2018D PRF Account is pledged to the payment of Bond Service Charges on the Bonds. Pursuant to the Trust Indenture, investment earnings on the Series 2018D PRF Account are retained in the Series 2018D PRF Account. After December 2nd but prior to December 31st of each year, the amount on deposit in the Series 2018D PRF Account that exceeds the Reserve Requirement is to be transferred to the Series 2018D Interest Subaccount or, if the amount already on deposit in the Series 2018D Interest Subaccount exceeds the amount of interest which will be due and payable on the Bonds in the next succeeding June 1st, to the Series 2018D Principal Subaccount.

2019 and 2020 Balance of the Series 2018D PRF Account in the Primary Reserve Fund: As of June 30, 2020, the Series 2018D PRF Account contains $276,057.89, which exceeds the Reserve Requirement by $7,557.89.

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USES OF FUNDS

Bond Service Charges

A copy of the debt service schedule for the Bonds is included as **Exhibit A** to this Report.

2019 Bond Service Charges: Bond Service Charges in 2019 consisted of an interest payment of \$71,562.71 due on June 1st and an interest payment of \$63,768.75 due on December 1st. The interest payments due on June 1, 2019 (\$71,562.71) and on December 1, 2019 (\$63,768.75) were paid from available monies in the Series 2018D Interest Subaccount.

2020 Bond Service Charges: Bond Service Charges in 2020 include an interest payments of \$63,768.75 due on June 1st and on December 1st, and a principal payment of \$25,000.00 due on December 1st. The interest payment due on June 1, 2020 (\$63,768.75) was paid from available monies in the Series 2018D Interest Subaccount. The interest payment due in December will be paid from available monies in the Series 2018D Interest Subaccount, and the principal payment due in December will be paid from available monies in the Series 2018D Principal Subaccount.

2021 Bond Service Charges: Bond Service Charges in 2021 include an interest payment of \$63,175.00 due on June 1st, an interest payment of \$62,106.75 due on December 1st, a principal payment of \$45,000.00 due on June 1st, and a principal payment of \$30,000.00 December 1st. Bond Service Charges in 2021 will be paid from the Special Assessments collected in 2021.

Administrative Amounts

Administrative Amounts, as defined in Trust Indenture, means that portion of the Financing Payments to be paid to the Issuer or the Trustee, as applicable, for the payment of their respective fees and any other amounts other than Required Amounts to be paid under the Series 2018D Agreement, including any amounts required to be deposited in the Rebate Fund and in any reimbursement of any other expenses incurred by the Issuer or the Trustee, including those to comply with continuing disclosure or rebate obligations pertaining to the Bonds.

Administrative Amounts are payable on each Interest Payment Date from money held by the Trustee in the Series 2018D Revenue Account.

2018 Administrative Amounts: The Administrative Amounts for fiscal year 2018 consisted of the Authority's fee of \$6,712.50, which was paid to the Authority on June 24, 2020.

2019 Administrative Amounts: The total Administrative Amounts for 2019 are estimated as follows:

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Table B
Budgeted Administrative Amounts
2019

Port Authority Fee (June 1, 2019)	$ 6,712.50
Port Authority Fee (December 1, 2019)	6,712.50
Reporting Agent Fee	7,500.00
Trustee Fee	2,000.00
Administrator Fee	7,500.00
Miscellaneous	5,000.00
Total	**$35,425.00**

The $2,000.00 Trustee Fee was paid directly to the Trustee on February 29, 2020. The Authority's Fee ($13,425.50), the Reporting Agent Fee ($7,500.00), and the Administrator Fee ($7,500.00) were paid to the Authority on June 24, 2020.

2020 Administrative Amounts: Pursuant to the 2019 Annual Administrator's Report, the total Administrative Amounts for 2020 were estimated as follows:

Table C
Budgeted Administrative Amounts
2020

Port Authority Fee (June 1, 2020)	$ 6,712.50
Port Authority Fee (December 1, 2020)	6,650.00
Reporting Agent Fee	7,500.00
Trustee Fee	2,000.00
Administrator Fee	7,500.00
Miscellaneous	5,000.00
Total	**$ 35,362.50**

As of June 30, 2020, the Trustee Fee and Authority Fee due December 1, 2020 have not yet become due. The Authority Fee due June 1, 2020 ($6,712.50), the Reporting Agent Fee ($7,500.00), and the Administrator Fee ($7,500.00) were paid to the Authority on June 24, 2020.

In addition to the $6,712.50 attributable to 2018 Administrative Amounts, $28,425.50 attributable to 2019 Administrative Amounts, and $21,712.50 attributable to Administrative Amounts due and payable at the time of this Annual Administrator's Report, the Authority received an additional $20,649.50 on June 24, 2020. This amount will be credited to the repayment of outstanding Administrative Amounts in 2020 and in future years until all of such overpayment has been accounted for.

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2021 Administrative Amounts: The total Administrative Amounts for 2021 are estimated as follows:

Table C
Budgeted Administrative Expenses
2021

Port Authority Fee (June 1, 2021)	$ 6,537.50
Port Authority Fee (December 1, 2021)	6,462.50
Reporting Agent Fee	7,500.00
Trustee Fee	2,000.00
Administrator Fee	7,500.00
Miscellaneous	5,000.00
Total	**$ 35,000.00**

ANNUAL REQUIRED ASSESSMENT

The Annual Required Assessment is defined in the financing documents as "an amount equal to Bond Service Charges due in the year of collection, PLUS any then-existing deficiencies in Special Assessments Collected by the City, LESS any investment earnings in the Series 2018D PRF Account, as defined in the Supplemental Trust Indenture, as of June 1 in the year of the calculation, LESS any amounts that the Authority notifies the Administrator are available to pay Administrative Amounts and Bond Service Charges in the applicable year, including amounts available under Section 8 of the Supplemental Trust Indenture for the final Financing Payment Date on June 1, 2040." Definitions of Administrative Amounts and Bond Service Charges are as follows:

> ***"Administrative Amounts"*** means that portion of the Financing Payments representing fees and reasonable expenses of the Trustee, the Authority, the Administrator, and the Reporting Agent, and including the Authority Fees, the Trustee Fees, the Administrator Fees, Reporting Agent fees, and any amounts (other than the Bond Service Charges) required to be paid under this Agreement, including, but not limited to attorneys' fees, amounts expended by the Authority or the Trustee in pursuing remedies, and amounts expended in connection with the levy, collection, and transfer of the Assigned Special Assessments.
>
> ***"Bond Service Charges"*** means, for any period or payable at any time, the principal of and premium, if any, and interest on the Bonds for that period or payable at that time whether due at maturity or upon acceleration or redemption.

2021 Annual Required Assessment:

The Annual Required Assessments to be placed on the 2020 tax duplicate (collection in 2021) are shown in the table below. The applicable Bond Service Charges and Administrative Amounts are estimated to equal $332,700.00. The amounts available to pay the applicable Bond Service Charges are estimated to equal $115,190.94, resulting in an estimated deficit of $217,509.06.

Pursuant to Assessing Ordinance, the maximum amount of special assessments approved for collection in 2021 is $228,490.14. Further, the Assessing Ordinance authorizes the collection of Special Assessments through the first half of 2039. The Bonds do not mature until June 1, 2040. Therefore, there is a one year period between the last collection of the special assessments and the maturity of the Bonds. In order to secure sufficient revenue to pay Bond Service Charges and Administrative Amounts later in subsequent years, the Administrator has determined that the entire authorized amount for collection ($228,490.14) should be collected in 2021. As a result, Special Assessments in the amount of $228,490.14 need to be assessed in 2021.

Table D
Annual Required Assessment
2021

Bond Service Charges and Administrative Amounts	
Interest on Bonds – December 1, 2020	$ 63,768.75
Principal on Bonds – December 1, 2020	25,000.00
Interest on Bonds – June 1, 2021	63,175.00
Principal on Bonds – June 1, 2021	45,000.00
Interest on Bonds – December 1, 2021	62,106.25
Principal on Bonds – December 1, 2021	30,000.00
Outstanding Administrative Expenses, 2020	8,650.00
2021 Administrative Expenses	35,000.00
Total	**$332,700.00**
Amounts Available	
Additional Amounts Received by Authority	$ 20,649.50
Series 2018D Interest Subaccount	0.00
Series 2018D Capitalized Interest Subaccount	9,946.82
Estimated Second Half 2020 Special Assessments for Deposit	68,271.79
Series 2018D Revenue Fund	8,764.94
Series 2018D PRF Account excess Above the Reserve Requirement	7,557.89
Total Annual Available Amounts	**$ 115,190.94**
Total Amounts Available – Bond Service Charges and Administrative Amounts	**$ (217,509.06)**
Additional Authorized Assessments Under the Assessing Ordinance	**$ 10,981.08**
Annual Required Assessment	**$ 228,490.14**

According to the records of the Warren County Auditor, the property subject to the Petition and the Special Assessments currently consists of the following parcels:

Table D
Parcels Subject to the Special Assessment

Parcel ID	Account Number	Current Owner	Acreage
11-05-128-006-0	5802155	17AC East of Senate, LLC	1.6505
11-06-377-013-0	5802157	17AC East of Senate, LLC	9.5903
11-06-377-014-0	5801443	17AC East of Senate, LLC	1.7991
11-05-201-001-0	5802158	17AC East of Senate, LLC	0.7410
11-05-201-002-1	5800676	17AC East of Senate, LLC	1.6714
11-05-600-009-0	5802156	City of Monroe, Ohio (Right-of-Way)	1.6732
Total			**17.1255**

According to the Petition:

"The Special Assessments will be apportioned to each Parcel based on the Apportionment Formula. We acknowledge that the Apportionment Formula apportions the Special Assessments among the Parcels based on the special benefits to be received by each Parcel in accordance with the laws of the State, and we agree that the Special Assessments shall be assessed upon the Parcels based on the Apportionment Formula."

Further, "upon the conveyance of any Parcel or subdivision thereof by the Petitioner to the City, the Special Assessments levied on the Parcel so subdivided shall no longer be levied on any new parcel comprised solely of land that is used for the Improvements and shall instead be levied entirely on that Parcel or those new Parcels created from the subdivision of such parcel that does not or do not, as the case may be, consist entirely of property upon which such Improvements shall be constructed. If more than one such Parcel subject to Special Assessments shall result from such subdivision, the Special Assessments shall be divided among the new Parcels."

As set forth in the Petition, "'Apportionment Formula' means, as applied to each Parcel, the proportion that the acreage of such Parcel bears to the total acreage of all Parcels to be assessed (which proportion shall be expressed as a fraction) multiplied by the Special Assessment. The Petitioners agree that the Apportionment Formula assesses each Parcel in proportion to the special benefits each Parcel receives from the Improvements, all in accordance with Chapter 727 of the Ohio Revised Code."

The Administrator has determined that the property subject to the Petition has been subdivided, and one parcel has been conveyed to the City for use as right-or-way. The parcels and acreage, which acreage excludes any open space and public right-of-way, are shown on Table E, below.

The amount of the Special Assessment per acre to be collected from all Net Acreage necessary to satisfy the Annual Required Assessment of $228,490.14 is approximately $14,786.80 per acre ($228,490.14 Annual Required / Assessment 15.4523 acres = $14,786.80 per acre). The City shall certify the following amounts to the Warren County Auditor pursuant to Section 2.4(b) of the Cooperative Agreement:

Table E
Special Assessments for Certification

Parcel ID	Account Number	Current Owner	Acreage	Special Assessment
11-05-128-006-0	5802155	17AC East of Senate, LLC	1.6505	$ 24,405.62
11-06-377-013-0	5802157	17AC East of Senate, LLC	9.5903	141,809.89
11-06-377-014-0	5801443	17AC East of Senate, LLC	1.7991	26,602.94
11-05-201-001-0	5802158	17AC East of Senate, LLC	0.7410	10,957.02
11-05-201-002-1	5800676	17AC East of Senate, LLC	1.6714	24,714.67
Total			**15.4523**	$228,490.14

EXHIBIT A

$2,685,000
WARREN COUNTY PORT AUTHORITY
DEVELOPMENT REVENUE BONDS
(OHIO COMMUNITIES ACCELERATOR FUND) SERIES 2018D
(MONROE SPECIAL ASSESSMENT PROJECT)
DATED NOVEMBER 9, 2018

Date	Principal	Interest Rate	Interest	Total Debt Service	Annual Debt Service
12/1/2018					
6/1/2019			$ 71,562.71	$ 71,562.71	
12/1/2019			63,768.75	63,768.75	$ 135,331.46
6/1/2020			63,768.75	63,768.75	
12/1/2020	$ 25,000	4.750%	63,768.75	88,768.75	152,537.50
6/1/2021	45,000	4.750%	63,175.00	108,175.00	
12/1/2021	30,000	4.750%	62,106.25	92,106.25	200,281.25
6/1/2022	45,000	4.750%	61,393.75	106,393.75	
12/1/2022	30,000	4.750%	60,325.00	90,325.00	196,718.75
6/1/2023	50,000	4.750%	59,612.50	109,612.50	
12/1/2023	30,000	4.750%	58,425.00	88,425.00	198,037.50
6/1/2024	50,000	4.750%	57,712.50	107,712.50	
12/1/2024	35,000	4.750%	56,525.00	91,525.00	199,237.50
6/1/2025	55,000	4.750%	55,693.75	110,693.75	
12/1/2025	35,000	4.750%	54,387.50	89,387.50	200,081.25
6/1/2026	55,000	4.750%	53,556.25	108,556.25	
12/1/2026	40,000	4.750%	52,250.00	92,250.00	200,806.25
6/1/2027	55,000	4.750%	51,300.00	106,300.00	
12/1/2027	40,000	4.750%	49,993.75	89,993.75	196,293.75
6/1/2028	60,000	4.750%	49,043.75	109,043.75	
12/1/2028	45,000	4.750%	47,618.75	92,618.75	201,662.50
6/1/2029	65,000	4.750%	46,550.00	111,550.00	
12/1/2029	45,000	4.750%	45,006.25	90,006.25	201,556.25
6/1/2030	65,000	4.750%	43,937.50	108,937.50	
12/1/2030	50,000	4.750%	42,393.75	92,393.75	201,331.25
6/1/2031	70,000	4.750%	41,206.25	111,206.25	
12/1/2031	55,000	4.750%	39,543.75	94,543.75	205,750.00
6/1/2032	70,000	4.750%	38,237.50	108,237.50	
12/1/2032	55,000	4.750%	36,575.00	91,575.00	199,812.50
6/1/2033	75,000	4.750%	35,268.75	110,268.75	
12/1/2033	60,000	4.750%	33,487.50	93,487.50	203,756.25
6/1/2034	80,000	4.750%	32,062.50	112,062.50	
12/1/2034	65,000	4.750%	30,162.50	95,162.50	207,225.00
6/1/2035	80,000	4.750%	28,618.75	108,618.75	
12/1/2035	70,000	4.750%	26,718.75	96,718.75	205,337.50
6/1/2036	85,000	4.750%	25,056.25	110,056.25	
12/1/2036	70,000	4.750%	23,037.50	93,037.50	203,093.75
6/1/2037	90,000	4.750%	21,375.00	111,375.00	
12/1/2037	75,000	4.750%	19,237.50	94,237.50	205,612.50
6/1/2038	95,000	4.750%	17,456.25	112,456.25	
12/1/2038	80,000	4.750%	15,200.00	95,200.00	207,656.25
6/1/2039	100,000	4.750%	13,300.00	113,300.00	
12/1/2039	85,000	4.750%	10,925.00	95,925.00	209,225.00
6/1/2040	375,000	4.750%	8,906.25	383,906.25	383,906.25
Total	$ 2,685,000.00		$1,830,250.21	$ 4,515,250.21	$ 4,515,250.21

11641 MOSTELLER RD., CINCINNATI OH 45241
TEL: 513-771-0820 FAX: 513-326-6770

Item No.	Ref No.	Item	quantity	unit of measure	Unit cost	Total Unit cost
1	630	Ground Mounted Support, no 3 post	231.5	Ft	$14.25	$3,298.88
2	630	sign post reflector	7	Each	$53.10	$371.70
3	630	sign flat sheet	92.25	SF	$21.25	$1,960.31
4	630	removal of ground mounted sign and disposal	9	Each	$11.80	$106.20
5	630	removal of ground mounted sign and reerection	5	Each	$177.00	$885.00
6	630	removal of ground mounted post support and disposal	8	Each	$17.70	$141.60
7	630	removal of pole mounted sign and disposal	3	Each	$11.80	$35.40
		Total for Extra work				$6,799.09
8	644	Yield line 18"X27" with 9" spacing	24	LF	29.65	711.6
		Total for extra Pavement markings				711.6