Monroe Council Agenda
Regular Meeting of Council
March 9, 2021 – 6:30 p.m.
233 South Main Street, Monroe, Ohio

Pledge of Allegiance

Roll Call

Approval of the Minutes – Finance Committee Minutes of February 23, 2021; Council Minutes of February 23, 2021; Public Involvement Committee Minutes of February 25, 2021; and Public Safety Committee Minutes of March 2, 2021.

Visitors

Committee Reports

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

Old Business

Resolution No. 16-2021. A Resolution authorizing the City Manager or designee to apply for any and all grant funds; provided that acceptance of any grant funds, including matching funds, must be specifically approved by City Council. (Second Reading)

Resolution No. 17-2021. A Resolution expressing Council's intent for the sale of personal property not needed for public use or is obsolete or unfit for the use for which it was acquired by Internet auction. (Second Reading)

New Business

Emergency Resolution No. 18-2021. A Resolution approving a Then-and-Now Certificate in the amount of $19,793.80 to Majors Supply and declaring an emergency.

Ordinance No. 2021-07. An Ordinance, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2021.

Ordinance No. 2021-08. An Ordinance authorizing the City to participate in cooperation with, and requesting the Warren County Port Authority's participation in, the refunding of Port Authority Development Revenue Bonds issued to finance public improvements for the Monroe special assessment project; and authorizing the execution of a First Amendment to Cooperative Agreement in connection with such refunding.

Ordinance No. 2021-09. An Ordinance authorizing the extension of the existing contract with Rumpke through January 31, 2023, and amending Section 1060.03(a) of the Codified Ordinances to increase the rate charged for garbage and trash collection to $18.48.

Discussion/Motion amendments to the Rules of Council.

Administrative Reports

- **Executive Session**. To consider the purchase of property for public purposes
.

Adjournment

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Old Business

Resolution No. 16-2021. A Resolution authorizing the City Manager or designee to apply for any and all grant funds; provided that acceptance of any grant funds, including matching funds, must be specifically approved by City Council. (Second Reading)

Resolution No. 17-2021. A Resolution expressing Council's intent for the sale of personal property not needed for public use or is obsolete or unfit for the use for which it was acquired by Internet auction. (Second Reading)

New Business

Emergency Resolution No. 18-2021. A Resolution approving a Then-and-Now Certificate in the amount of $19,793.80 to Majors Supply and declaring an emergency.

Background. The City Manager approved and emergency purchase of 152.26 tons of road salt from Majors Supply. Due to all of the consecutive storms the City salt supply was not able to be replenished in a timely fashion from the supplier. Majors had a supply of salt that was offered to the City. The total cost of the purchase was $19,793.80.

Ordinance No. 2021-07. An Ordinance, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, during fiscal year ending December 31, 2021.

Background. Please see the summary included in the Council packet.

Ordinance No. 2021-08. An Ordinance authorizing the City to participate in cooperation with, and requesting the Warren County Port Authority's participation in, the refunding of Port Authority Development Revenue Bonds issued to finance public improvements for the Monroe special assessment project; and authorizing the execution of a First Amendment to Cooperative Agreement in connection with such refunding.

Background. In 2018, the City worked with the Warren County Port Authority to issue special assessment bonds for the East of Senate project. After reviewing current refinancing options, the WCPA has determined that we can save around 8.68% if we refinance the remaining debt. This refinancing would result in a total cash savings of $325,617.

Ordinance No. 2021-09. An Ordinance authorizing the extension of the existing contract with Rumpke through January 31, 2023, and amending Section 1060.03(a) of the Codified Ordinances to increase the rate charged for garbage and trash collection to $18.48.

Background. The Garbage Fund will show a deficit fund balance by the end of FY 2021 if we leave trash rates at their current level during this budget year. As such, we are asking that City Council consider increasing the current monthly trash rates.

The rate that the City charges its residents for trash and recycling pick-up has not changed since February 2006. However, our contract price continues to increase. We presented three different options to Finance Committee, each of which will achieve a target fund balance of three months of expenditures by the end of the second year. I have attached the memo describing these three options.

I have also attached a spreadsheet created by the City of Lebanon in November 2020 that compared the rates that other local jurisdictions are charging their residents.

Discussion/Motion amendments to the Rules of Council.

Background. Included in your packet are the current Rules of Council in addition to amendments suggested by the Clerk of Council.

Section 4.09 of the Charter reads: "Council shall adopt its own rules, regulations or by-laws in so far as they are not set forth in this Charter, and shall keep a Journal of all of its proceedings. The Journal shall be open for public inspection during the Municipal Building's regular office hours."

Section I. 3. of the Rules of Council reads: "A majority vote is required to alter, amend, rescind, or supplement these Rules. Any proposed alterations, amendments, or supplements shall be submitted in writing at a regular meeting and placed on the agenda for the next regular meeting under the order of New Business. By unanimous recorded vote of all sworn members of Council, such proposed alterations, amendments or supplements may be adopted at the meeting at which the same are submitted." **Note that this section is contradictory. The first sentence allows for a majority vote while the last sentence requires a unanimous vote to alter, amend, rescind, or supplement these Rules.**

Administrative Reports

- **Executive Session**. To consider the purchase of property for public purposes
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Adjournment

City of Monroe
Finance Committee of Council
February 23, 2021

The Finance Committee of Council met at 5:00 p.m. on February 23, 2021. This meeting was held electronically pursuant to Ohio Revised Code Section 121.221.

Present were: Jason Frentzel, Mayor; Keith Funk, Vice Mayor; Tom Callahan, Council Member; William J. Brock, City Manager/City Engineer; Karen Ervin, Director of Finance; Deborah Armitage, Assistant Finance Director; Angela S. Wasson, Assistant to the City Manager/Clerk of Council; and Kacey L. Waggaman, Assistant City Manager.

In the November 2020 Finance Reports, Mrs. Ervin highlighted that the General Fund percentage is 49% and the target is 92%. That is not because we didn't get what we anticipated and it will be corrected on the December report. Once we received the income tax money we needed to report it separately.

Mayor Frentzel noted that there are other funds that reflect less than 75% for November. Mrs. Ervin explained several funds are related to transfers that are needed. She pointed out the Fire 2005 Levy Funds that is low and this is due to Council authorized combining those funds mid-year and next year you will only see one fund.

Mayor Frentzel asked if Mrs. Ervin had an idea of what the year-end will look like for 2020 compared to 2019. Mrs. Ervin replied that it is still looking healthy and does not believe there is any cause for concern.

Mrs. Ervin advised that the consultant working on the water rate study has completed the consumer portion and they are moving on the capital portion. They hope to provide us with a draft report by March 15th. Mayor Frentzel asked if we should hold off the March meeting until the report received. Mr. Brock advised that we will still have quite a bit of work internally prior to bringing it to the Finance Committee. A status update will be provided during the Finance Committee meeting in March.

Mr. Callahan asked if there has been interest in people starting to pay their water bills and Mrs. Ervin replied there has only been one payment plan set up since they began advertising it. Mayor Frentzel asked if letters have been sent out about the payment plan option and Mrs. Ervin advised they are still working on that process.

Mrs. Ervin informed the Committee that if nothing is done with the trash rates that fund will go negative this year. She is surprised that the fund has lasted since the rates were last increased in 2006. Mrs. Ervin commented that at the last Finance Committee meeting she was under the impression there was only one extension on the refuse contract; however, there is actually two. She presented options that include the second year extension. She recommended not just looking at the first year and then come back to this, but rather look at something that would encompass both years so we can get direction from Council. She explained we had the Southwest Ohio Regional Refuse Consortium request bids and for just this year, Rumpke's bid was $14.60 and our current rate is $14.62. Mayor Frentzel asked if it was just for 2021. Mr. Brock advised we have one more year extension. Mr. Callahan asked Mr. Brock if he is proposing to increase this year and next year. Mr. Brock replied that is something that will need to be decided. Mr. Callahan supported including both increases this year and then it will be a one time increase.

Mayor Frentzel agreed as it would be frustrating for residents to have an annual increase.

Mr. Callahan asked if the water rates would go up at the same time as he didn't want to cause a burden on our residents. Mr. Brock advised the water rates would not go up until later this year. Mayor Frentzel pointed out the water rates would be dependent on the result of the water rate study.

Mr. Callahan preferred to make it as easy on the residents as possible.

Mrs. Ervin, referring to her memo, understood that the Committee is looking at option 2 which is $18.48 per month per account. The Committee confirmed her understanding.

Concerning the street lights, Mrs. Ervin explained that we used to assess the street light charges and it was very cumbersome and a costly process. We created an Enterprise Fund, similar to the Water Fund, and Council approved that we take the prior years Duke street light bills, divide by the number of accounts, and then divide by 12 to come up with our monthly rate. This does not take into account any extra costs, such as a replacement of a light pole or administrative costs for evaluating the bills. She recommended that the Committee take a look at the cost to come up with a more cost recuperation for the Street Light Fund.

Mr. Callahan suggested adding one or two percent to the amount to cover these expenses. Mayor Frentzel pointed out that we do not know if that would be sufficient. Mrs. Ervin proposed looking at what other communities are charging and this would be accomplished internally. Mrs. Ervin advised that they will bring back some options and/or a recommendation.

Reviewing the Finance Department staffing, Mrs. Ervin understood that Mr. Brock desires to create a more user-friendly experience for our customers that are coming in to pay bills or to file taxes. What our current plan is to move our Community Services Specialist (CSS) staff and Income Tax Auditor staff downstairs into the old police facility. She is proposing to create a couple of different teams. There would be one finance manager downstairs and one finance manager upstairs. Currently, the Financial Operations Manager is managing the CSS staff and the utility billing functions. Mrs. Ervin is proposing that the Income Tax Administrator's position expands so that she is the manager over the tax staff and the CSS staff. She would like to create a collections and customer support team that would be downstairs and a communication and technology support team that would stay upstairs. Part of that we would like to create some efficiencies using the technology available. Because of that we are looking to shift some roles as well. I would like to take one of the CSS staff and create more of a technology focused role. There are some specific projects that we know will decrease the manual workload of the CSS staff and one of those is the Jack kiosk and improving our online payment capabilities. We are working with our financial software, Munis, to implement some features to make that process easier to pay online. Another project we are working on is to help with our withholding tax payments.

Currently, some of the bigger companies like ADP will send us a bunch of manual checks and coupons that we have to manually key. We would like to build an upload file that the company can send us and then review the checks they send us. That would significantly decrease the amount of time necessary to enter those payments. We have titled it the Financial Specialists Systems position because we want them to focus on some of those efficiencies we can create in technology. Moving forward that person can also help us with a lot of the technology upgrades so they can help build reports. One of the priorities that this Committee has had for us is the idea of open finance and being transparent. This person could build reports that our customer base can understand, that Council can find useful, and even internally within our departments.

Mayor Frentzel asked if we are just taking an existing person and moving them into that role and not creating a new position. Mrs. Ervin confirmed this and added that it is dependent on if those efficiencies can work. If we cannot get efficiencies and we still have the same workload we have to think about that as well.

Mr. Funk stated his faith is with Mr. Brock and his directors. Mr. Brock explained it would be a job title change and where it falls on the wage scale that will need Council authorization.

Mr. Funk asked if there would be someone in a different pay range that could fill this role so it does not have an impact on the City's budget. Mr. Brock did not believe anyone else on staff would be interested in this. Mr. Brock advised they will be bringing a package of items for personnel that we will bring to Council at once, which will probably be when we bring back the Human Resources Manager.

Mrs. Ervin advised that the Income Tax Administrator's title and job description will also need to be brought to Council as some of that will change with her new responsibilities.

Mrs. Ervin received word that the Warren County Port Authority is doing a debt refinancing that we are part of. This is the East of Senate special assessment project that will have a cash savings of approximately $325,000. Council will need to adopt legislation to amend the cooperative agreement and will be presented at the March 9th Council meeting. We will ask that Council consider adopting this legislation at the second reading.

Mr. Funk asked who else do we get competition from for refuse. Mr. Brock replied there is not a lot of competition out there as Rumpke has purchased some of the other companies and Waste Management does not service this far south. It is not likely if we bid it out that rate will change one way or another and recommended that we not go outside the consortium.

The Finance Committee meeting adjourned at 6:12 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

Monroe Council Minutes
Regular Meeting of Council
February 23, 2021 – 6:30 p.m.
233 South Main Street, Monroe, Ohio

Pledge of Allegiance

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

Roll Call

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

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

Approval of the Minutes

Mr. Funk moved to approve the Technology Committee Minutes of February 9, 2021, and Council Minutes of February 9, 2021; seconded by Mr. Callahan. Voice vote. Motion carried.

Visitors

Mr. Routson stated that he and Steve Tannreuther were on Council together for quite awhile. Steve had his own opinion about things and didn't always go along with what everyone else did, but understood why they wanted change and why they voted the way they did. Mr. Routson then read a proclamation in remembrance of Steven Tannreuther, former Council Member and Vice Mayor.

State Representative Thomas Hall expressed his sympathy to Rita Tannreuther and their family with the passing of Steve Tannreuther. Representative Hall reported that the transportation portion of the State budget has been completed and he has been appointed to four standing committees. The committees are the transportation and public safety, higher ed and career readiness, infrastructure and rural development, and he were appointed as a vice chair to innovation and technology, which is a new committee. He had a great conversation with U C Health and they were very optimistic as their hospitalizations are down. We worked on a number of bills. First is HB 99 the School Safety Bill. Also, The Fuel Quality Bill and we are looking at working on a bill for a more paperless government and save taxpayer money in the process. We are looking at what we can do to open our county fairs 100% this July. Some of the big issues are school funding there is a new school funding bill, HB 1, which will effect Monroe Local School District. HB 2 was passed last Thursday which is a broadband bill. HB 128 is going through the process. We have already had over 130 bills introduced. He encouraged everyone to please reach out to his office or him personally with any questions or concerns.

Mrs. McElfresh thanked Mr. Hall for taking his time to come out as it is meaningful.

Mr. Hickman asked when you are going to work on legalizing marijuana. Mr. Hall replied it is something that has not come up yet, but it may after summer recess.

Committee Reports

Mr. Hickman reported from the Park and Recreation Board where the pool was located they want to turn that into a dog park. Mayor Frentzel asked if it would happen this year. Mr. Hickman believed it will happen this year as they will pour a pad and put a fence up as the pool has already been filled in and has grass.

Mrs. McElfresh asked if there is a water source already there. Mr. Hickman replied that there are plans for a new water line; however there is still water there. Mr. Funk asked what they will do with the vacant structure. Mr. Hickman was not sure what they are going to do with the vacant structure, personally he thought it needs to come down. Mr. Brock advised that it will not be one contractor doing the work.

Mr. Callahan was glad that Mr. Hickman brought this up and the location is a good location. He also suggested that they could put another dog park at Monroe Crossings Park so there is a dog park on both sides of Monroe. Mr. Routson pointed out they talked about putting a dog park there and it was turned down by Council and the Park and Recreation Board said it is a soccer field. He said if it is not used, what is the use of building another one. Mr. Hickman agreed. Mayor Frentzel said the dog park, where the old swimming pool was, is a good start to see if it will be used. Mr. Callahan showed pictures of a dog park that he recently visited that was nice as it was separated, there was water, and a six foot fence.

Mr. Funk agreed that we have been talking about this for a long time and asked Mr. Brock if this area was included in the Park Master Plan. His only question is if this is a good location. Mr. Brock advised it was not.

Mr. Routson stated we talked about the splash pad being located where the pool was located. He doesn't agree with taking the building down as it could be refurbished. Roden Park is not going to be a dog park and at some point in time we need another dog park. We haven't tried it out yet so there is no use in investing money for two.

Old Business

Resolution No. 10-2021. A Resolution accepting the lowest and/or best bid submitted for the Brittany Heights Curb Inlet Rehabilitation Project and authorizing the City Manager to enter into an agreement by and between the City of Monroe and W. G. Stang, LLC for said project. (Second Reading)

Mr. Brock requested that it be adopted on the second reading as we would like to follow up with the concrete replacement program.

Mr. Funk moved to suspend the rule requiring the reading of Resolution No. 10-2021 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 10-2021 by title only.

Mr. Funk moved to adopt Resolution No. 10-2021; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Resolution No. 11-2021. A Resolution authorizing the City Manager to enter into a Memorandum of Understanding by and between the City of Monroe and Performance Food Group related to the 2019 payroll tax hurdles under their Community Reinvestment Area Agreement. (Second Reading)

Mrs. Patterson addressed Mr. Hickman's question at the last meeting if Performance Food Group was on track with their 2020 payroll numbers. She advised that the company reached out to her on additional clarifications on their part. They are not clear they are on track with the 2020 numbers and the reason is while their payroll is much higher than expected, a lot of those employees were contract employees. Due to COVID they had a difficult time filling those positions and, in the City of Monroe, if you are a contract employee working less than 20 days you are not necessarily taxed by the City. The company needs to run additional reports to find out what the taxable payroll is to the City. The MOU does have a clause in it that if they do not meet the 2020 payroll they are immediate required to pay the $14.669 as a lump sum and the CRA agreement automatically terminates.

Mr. Funk did not see the risk with both of those points.

Mrs. McElfresh asked how this will correct itself moving forward. Mr. Brock replied if they do not meet the payroll for 2020 they will be required to pay the full taxes.

Mr. Funk moved to consider this the second reading of Resolution No. 11-2021 and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 11-2021 by title only.

Mr. Funk moved to adopt Resolution No. 11-2021; seconded by Mr. Routson. Roll call vote: four ayes; two nays (Hickman and McElfresh). Motion carried.

Ordinance No. 2021-06. An Ordinance granting easements to Duke Energy Ohio, Inc. for the underground transmission of natural gas at 6262 Hamilton-Middletown Road. (Second Reading)

Mr. Funk moved to consider this the second reading of Ordinance No. 2021-06 and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-06 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-06 and have it read by title only; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

New Business

Emergency Resolution No. 12-2021. A Resolution approving a Then-and-Now Certificate to CIVICA North America Inc. in the amount of $3,600.00 and declaring an emergency.

Mr. Brock advised this is related to our tax E-form license.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 12-2021 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 12-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 12-2021; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 13-2021. A Resolution authorizing the City Manager to enter into a Modification Agreement by and between the City of Monroe and Clark, Schaefer, Hackett & Co. and declaring an emergency.

Mr. Brock reported a modification agreement with our auditors as the City is required to have a single audit of the CARE Act Funds.

Mr. Funk moved to suspend the reading of Emergency Resolution No. 13-2021 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. 13-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 13-2021; seconded by Mr. Hickman. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 14-2021. A Resolution amending Emergency Resolution No. 85-2020 to increase the blanket purchase order amount to Clark, Schaefer, Hackett & Co. and declaring an emergency.

Mr. Brock noted this increase is due to the single audit.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 14-2021 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. 14-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 14-2021; seconded by Mrs. McElfresh. Roll call vote: six ayes. Motion carried.

Emergency Resolution No. 15-2021. A Resolution ratifying the City Manager's execution of the Non-Residential Line Extension Agreement by and between the City of Monroe and Duke Energy Ohio, Inc. for the extension of electric service to Monroe Bicentennial Commons Park and declaring an emergency.

Mr. Brock advised that this will provide electrical service to Monroe Bicentennial Commons Park at a cost of $20,210.63. We are asking that this be adopted as an emergency to supply electric to that park.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 15-2021 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Callahan. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 15-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 15-2021; seconded by Mr. Routson. Roll call vote: six ayes. Motion carried.

Resolution No. 16-2021. A Resolution authorizing the City Manager or designee to apply for any and all grant funds; provided that acceptance of any grant funds, including matching funds, must be specifically approved by City Council.

Mr. Brock reported this is an annual piece of legislation that allow staff to apply for grants as they become open with the contingency that Council must accept any grants awarded.

Mr. Funk moved to consider this the first reading of Resolution No. 16-2021 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 16-2021 by title only.

Mr. Funk moved to approve the first reading of Resolution No. 16-2021; second by Mr. Routson. Roll call vote: six ayes. Motion carried.

Resolution No. 17-2021. A Resolution expressing Council's intent for the sale of personal property not needed for public use or is obsolete or unfit for the use for which it was acquired by Internet auction.

Mr. Brock advised this is an annual piece of legislation that allows personal property to be sold by Internet auction with the contingency that anything valued over $1,000 must be declared as surplus by City Council.

Mr. Funk moved to consider this the first reading of Resolution No. 17-2021 and have it read by title only; seconded by Mr. Routson. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 17-2021 by title only.

Mr. Funk moved to approve the first reading of Resolution No 17-2021; seconded by Mr. Routson. Roll call vote: six ayes. Motion carried.

Consideration of Motion making an appointment to the Audit Committee.

Mr. Funk moved to appoint Marc Bellapianta with a term ending December 31, 2023 and Holly Cahall with a term ending December 31, 2022 to the Audit Committee; seconded by Mr. Routson. Voice vote. Motion carried.

Consideration of Motion to request a hearing on a new Class D5a Liquor Permit for S & G 4 LLC.

Mr. Brock explained that this is for the Tru Hotel and the permit is when you are serving your guests in your location while Kroger Fulfillment will be selling that through the distribution center for home delivery and it does not include a State Liquor store.

Mr. Routson moved to not request a hearing on a new Class D5a Liquor Permit for S & G 4 LLC; seconded by Mr. Funk. Voice vote. Motion carried.

It was noted that a Notice to the Legislative Authority was received for the Kroger Fulfillment Center for a C1 and C2 liquor permit. No action was taken; therefor, no hearing has been requested.

Administrative Reports

Mr. Brock brought to Council's attention that a leak has been identified in the Mound Cemetery Water Tower and it is currently being drained right now. We have been in conversation with a contractor to repair this in a timely manner.

Mr. Morton explained that a biweekly check of all of the water towers and readings are taken. It was discovered this morning and it may be that it is due to rust as it was constructed in 1997. A local contractor came in and it will probably be late tomorrow evening before the 400,000 gallons will be drained from the tank.

Mr. Funk asked how this will affect the residents. Mr. Morton advised it should not, but if we had a major fire it would have an impact. A couple of years ago the tank was down as it was being painted and there was nothing significant noticed in the distribution system. We are hoping that the repair can be made on Thursday.

Mrs. McElfresh asked what is done with 400,000 gallons of water and Mr. Morton replied it just drains down the hill and into the storm sewers.

Mayor Frentzel asked if there is any risk to residents and their basements. Mr. Morton advised there is no risk as it is running over the hill and into a detention basin.

Mr. Hickman asked if the Public Involvement Committee will review the monument soon. Mayor Frentzel replied that a meeting is attempted to be scheduled this week.

Mr. Hickman asked about the Rules of Council and asked if everyone has looked at them. Mayor Frentzel, Mrs. McElfresh, and Mr. Funk indicated they have reviewed those and have not submitted their suggestions to the Clerk of Council yet.

Mr. Hickman asked about the status of the land swap. Mr. Brock explained that Butler County is requiring the City to fill out a DTE form that we typically file after we purchase property and we are working on completing the form. Thereafter, it should be ready to take to Warren County in the next couple of weeks.

Regarding Thorntons, Mr. Hickman asked if we will be able to access the property the City owns on Union Road. Mr. Brock advised that we will have to maintain a certain portion of Union Road, at least to the south of our property, because of a Duke Energy building.

Adjournment

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

The regular meeting of Council adjourned at 7:45 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

City of Monroe
Public Involvement Committee of Council
February 25, 2021

The Public Involvement Committee of Council met at 5:00 p.m. on February 25, 2021. This meeting was held electronically pursuant to Ohio Revised Code Section 121.221.

Present were: Jason Frentzel, Mayor; Anna Hale, Council Member; Christina McElfresh; Council Member; William J. Brock, City Manager/City Engineer; Nancy Hutton with the Nathanial Sackett Chapter of the Daughters of the American Revolution; Jesse Catanzaro, Director of Personnel and Business Operations with the Monroe Local School District; Judy Shillinglaw, Interim Vice President of the Monroe Historical Society; Joshua King, Patrol Officer; and Angela S. Wasson, Clerk of Council/Assistant to the City Manager.

Mayor Frentzel noted that in 2017, City Council put together a plan to put a monument on East Avenue where the water tower once stood. The quotes we received at the time were well beyond what we had thought about.

Mrs. Wasson advised that she obtained quotes for different monuments and they all looked like headstones. At that time Council did not want it to look like a headstone. The prices at that time were between $40,000 and $50,000. Mrs. Wasson then went to a different company and believed the most expensive monument was approximately $17,000. She has reached back out to the company and was advised that the granite prices have increased and they estimated the quotes to be 10% higher. Mrs. Wasson noted that Mr. Brock did include monies in the Public Involvement Fund for the monument.

Mrs. Wasson then presented two different renderings. One that is a flat circle and one with an upright monument on the circle with both describing the water tower and the steeple represented on the City's seal.

Mrs. McElfresh felt it was important for historical purposes because when you look at Monroe 10 years ago versus where we are at now and where we are going in the future, the people that are moving here don't know the history. When you are looking at our City seal it could be perplexing as to why a water tower and a steeple is on the seal until you understand it. This is going to memorialize the meaning behind it and why we have it. Mrs. McElfresh felt that the last two sentences need grammatical correction.

It was the consensus of the Committee to have the upright monument so people that are driving by can easily see it. Mrs. Hale liked the ideal of it being a pocket park with a bench and landscaping.

Mr. Brock advised that it would require a foundation.

Mrs. Hale and Mrs. Shillinglaw advised that the Monroe Garden Club could contribute to the landscaping. Mayor Frentzel mentioned to Mr. Brock that perhaps Butler Tech could be contacted to see if they would like to assist with the landscaping as they did at Rosemont Park.

Mrs. McElfresh stated the Monroe Lions Club "Bags to Benches" program could allow for the next one or two benches to be placed in the area. She further stated that this really could be a community program to work together on this.

Mrs. McElfresh asked specifically where this would be placed. Mr. Brock replied that we could have a drawing or site plan created to show where it could be placed and the Butler Tech students could do that as well. Mr. Brock advised that there used to be a USGS monument on that site that was the highest point in Monroe and hopefully, that is still there.

Mrs. McElfresh reported that the Monroe Lions Club will not have a festival again this year because financially they do not know if they will be able to hold the event.

Mayor Frentzel referenced the parade and fireworks that the City usually takes care of and wondered if perhaps the parade route could be changed so that everyone is socially distanced. Mr. Brock stated that the Governor did announce that he is coming out with new guidance on events soon. That will be helpful to get a better understanding of what we can and cannot do.

Mrs. McElfresh would like for the City to move forward with the fireworks and maybe not so much the parade at this time. She would like to wait and hear more guidance from the Governor on the parade.

Mrs. McElfresh asked Ms. Hutton how much notice DAR would need to put something together for a parade as they usually go all out. Ms. Hutton responded that if they knew by May that would give them plenty of time.

Mrs. McElfresh asked Mr. Catanzaro how much time the School would need. Mr. Catanzaro indicated that it would be placed on the calendar as a tentative date and, depending on the guidance from the Governor and the Health Department, they would then contact the band director and get a date certain. He will discuss this with the band director and get their feedback.

Ms. Hutton commented that it is easier to cancel something rather than doing something at the last minute.

Mrs. Shillinglaw asked when the park is open for the fireworks as she would like to have the log cabin open.

Officer King stated that the park was open all day and the officers began helping with the traffic flow around 7 p.m. the evening of the fireworks last year.

Mrs. McElfresh asked Mr. Brock if this could happen at the Monroe Bicentennial Commons Park. Mr. Brock advised that there will be construction at the entrance of the park and we would also have to talk to Butler Tech to see if parking would be permitted in their lot.

Mrs. Wasson reminded the Committee last year that we had test fireworks with larger shells that were shot off from Mound Cemetery and there were a lot of compliments at how far they could be seen.
Mayor Frentzel suggested doing that again to permit people to find a good spot so they could see them. He felt comfortable proceeding with the fireworks.

Mayor Frentzel asked Officer King about the possibility of an expanded route to keep people spread out more if they decide to proceed with the parade. Officer King said they will look at that possibility.

Mrs. Hale asked Mr. Brock if there has been any thought about Memorial Day Services and he replied there has not. Mr. Brock noted that we would have to contact Mr. Catanzaro to see if the band is available and everything else is a set agenda and easily put together. The challenge is always trying to find a speaker.

Mrs. McElfresh asked if it could be streamed live if people do not feel comfortable coming out. Mr. Brock indicated that it could be and staff is working on the wi-fi at Veterans Memorial Park.

Officer King reported that they would like to get some events back up and running this year keeping in line with the precautions that are set at the time. The May Food Truck Fair will either be May 20th or May 27th, depending on the availability of the park. They are looking at spreading the picnic tables out so they are not so close together and more distance in between the food trucks. With the economy the way it has been he is looking at trying to get $1,000 to pay for the band.

Officer King is working with the School Resource Officers to continue having Safety Town. He hopes to also have the Night Out and Touch-A-Truck events. Officer King noted that, similar to the fireworks, if you don't have the events people eventually forget about them.

Ms. Hutton reported that the DAR on March 29th will have a wreath laying ceremony in honor of National Vietnam War Veterans Day. It will be at 1:45 p.m. She added this is the period for the 50th anniversary of the Vietnam War and it may be something they will do annually.

Mrs. Shillinglaw reported that the museum is now open Thursdays and Fridays from 9 a.m. to 3 p.m. if anyone would like to make an appointment and come in and they can look up their ancestry. Mrs. Shillinglaw indicated they do need a place to have their meeting on July 29th. Mayor Frentzel pointed out that there is currently a 10 person limit for the Monroe Community Room; however, it is set up to have a remote speaker or participants.

Mr. Catanzaro announced that all of the Butler County schools have had their second round of vaccine as of tomorrow.

Mrs. Shillinglaw commented that being able to watch the meetings live is great and hopes that more people watch the meetings.

The Public Involvement Committee meeting adjourned at 6:31 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

City of Monroe
Public Safety Committee of Council
March 2, 2021

The Public Safety Committee of Council met at 5:30 p.m. on March 2, 2021. This meeting was held electronically pursuant to Ohio Revised Code Section 121.221.

Present were: Keith Funk, Vice Mayor; Christina McElfresh, Council Member; William J. Brock, City Manager/City Engineer; John P. Centers, Fire Chief; and Angela S. Wasson, Assistant to the City Manager/Clerk of Council.

Chief Centers gave a presentation of where we are and how we got here.

When fully staffed we have 39 line Firefighter/EMT/Paramedics, 1 Community Paramedic, an Administrative Assistant, a Captain, an Assistant Chief, and a Fire Chief which accounts for 44 personnel. This is normally budgeted for.

We provide a very wide array of services and it has expanded over the years. We have an award winning paramedic level EMS response and received several accolades from the State, the American Heart Association, and the Division of EMS from the State of Ohio. On the care of cardiac response patients we have a Gold Standard and expect that to remain. We provide fire, rescue, and hazmat mitigation services. We do special operations response such as technical rescue, water rescue, and confined space rescue. We do a lot of public education programs. Last year was not a good year for this activity due to COVID. Ordinarily, we would do over 100 CPR and First-Aid classes, AED training in businesses, car seat installation, business emergency operations plan review, fire prevention activities with all schools, extended care facilities, and day care centers. Our fire code enforcement including plan review. We have to sit down and make sure the egress plans are in place, correct fire extinguishers, and these are becoming more prevalent because we are building all of these large distribution centers and you can't go in and inspect a building that large in an hour. Due to the rotating stock there are new inspection problems every month.

We operate on a three platoon system and the firefighters work 24 on and 48 hours off. We have one vacancy on the first platoon, three vacancies on the second platoon, and two vacancies on the third platoon. The community paramedic is vacant for two reasons. One is with COVID we were not doing home visits with our elderly, so the community paramedic was moved to fill a vacancy in one of the platoons.

COVID kicked off in early 2020 and we did budget cuts, we froze our hiring, and we froze our hiring process. There were budget cuts in training and projects. Over the past several months we have had a lot of resignations. We called departments close to use and out of eight departments contacted there was a total of 9 resignations combined. Monroe had eight resignations.

The National Fire Protection Association (NFPA), which is the standard, to effectively and safely function at a residential dwelling fire you need 15 personnel to function and 17 personnel if you are operating a ladder truck. In Monroe, our Chief Officer is the Fire Chief and the Assistant Fire

Chief. Since we are not in the office 24 hours per day and off on holidays and weekends, the response time varies depending on where we are. Right now we operate Engine 61 out of Main Street with three personnel. Engine 62 out of State Route 4 with 3 personnel. Tower 61 out of Main Street with two personnel. Medic 62 out of State Route 4 with 2 personnel. That is 11 personnel and NFPA is 15 to 17. In order to meet those standards we call in an engine from Middletown and an engine and squad from Liberty Township. This is normal mutual aid we always talk about.

One of the big things I worked with Mr. Brock on is having a minimum of 10 personnel per shift. The reason is if you have a dwelling fire you have to have two people outside before you can make an attack on the inside. The backup is on the outside in case something happens that they need to go in a rescue the firefighters on the inside or do whatever they need to do to make that safe. If there is someone trapped in that house and we only had two or three people on that engine they would not be able to go in and attempt a rescue as it is not safe because there is nobody outside monitoring what is happening, the fire conditions, and making sure people are safe. If we don't have that we have to wait for the engine to get there from the other side of town before we can make a rescue.

30% of the time Monroe has overlapping calls. If you look at our call numbers, over 1000 per year that we have more than 1 call being answered at the same time. In 2003 our call volume was 1,888 calls and in 2019 we had 3,328 calls. We know our numbers are going to continue to grow.

We have great support from Council and the City Manager that allowed our staffing to increase to a minimum of 10 personnel per day. We were fortunate to receive over a $1 million Safer Grant from FEMA. We were able to transition our part time Administrative Assistant to a full time Administrative Assistant, fill the vacant Operations Captain position, and promote lieutenants for coverage of Station 62 on State Route 4. The last step is adding three Battalion Chiefs. This is essential like having a fire chief in the building 24 hours per day. It is that key person that is standing outside that burning building. It is one of the most key positions in the fire service. They are also doing the day-to-day administrative items, as well as evaluating our lieutenants as they are with them on a day-to-day basis.

The Fire Chief has acted as the Incident Commander on most major events, when available. Most communities the Fire Chief is on call 24 hours per day. Between he and the Assistant Fire Chief they coordinate their schedule to see if who is going to be around over the weekends to respond if needed.

Recently, we had units at Station 61 on an EMS call and Station 62 received a fire call. There was no incident commander there until a Battalion Chief responded from Liberty Township. Battalion Chiefs are not new to area departments.

We had a member of our staff that was performing light duty due to an injury that was performing inspections. We previously assigned inspections to the staff on engines and EMS units to complete. We were able to utilize our light duty employee that was able to catch things that we were not able to catch before. The businesses get to know the inspector and there is more continuity. We do not have anyone that is doing that now as that person retired.

The options to fund the Battalion Chiefs positions are:

1. We would vacate the current Community Paramedic position and apply those savings to the Battalion Chiefs project. The duties of the Community Paramedic position would be divided amongst three staff members on each of our three platoons providing a wider range of coverage to our community than we currently have. We believe this will be highly effective, particularly since home visits have been suspended during the pandemic. The total savings is $108,121.66.

2. We could vacate the current Operations Captain position and apply those savings to the Battalion Chief project. The duties of the Operations Captain position would then be divided amongst the three Battalion Chiefs, the Fire Chief, and Assistant Fire Chief. This does add more duties to the plates of our would be two administrators and eliminates a position that is needed. This may hurt us more than help us. Total savings is $127,455.00.

3. We would apply surplus funds created by vacancies in 2021to the Battalion Chief Project. This surplus funding is what we budgeted for staff in 2021, reduced by the number of vacancies we will have through mid-May. Total surplus $120,000,00. If you would like to do this in 2021, Chief Centers proposed doing this with lateral entry. We would be taking a full time person from another department and at a higher rate.

Chief Centers proposed the Battalion Chief's pay rate would be $95,000.00 and the total with the benefit package would be $143,920.00 for a total cost of $431,761.00. This would keep them in line and competitive with other Battalion Chiefs in our area. If we discontinue the community paramedic position it takes the cost down to $322,870.00. If we discontinue the Operations Captain position it would take the cost down to $195,415.00. The 2021 savings in surplus payroll funds representing the vacancies would make the final cost $74,550.00. We will not have the surplus in 2022.

A part time fire inspector we propose would be $20.00 per hour and with a 36 hour week is $25,000 per year. They would work three days per week and all they would do is fire inspections.

Chief Centers presented a listing of the resignations over the last year or year and one-half. Between COVID and budget cuts about the same time other departments were building stations, adding fire trucks, and personnel. We had some young people that want a stable job and they have heard that Monroe is potentially going to have money problems, hiring freezes, or running short and they get nervous about that. Clearcreek Fire District is hiring 8 to 12 people. They are hiring lateral entry with a possible starting wage between $70,176 to $75,165. As we look at comps during contract times we may need to do that a little differently. When we get to bargaining unit contracts the comparable data submitted by the City and the Union are typically completely different. If we hand pick the departments that we want our wage scales to be it doesn't necessarily mean that we are being competitive with the departments we are losing people to. If we use a department in northeast Ohio it doesn't matter because we are not losing people to a department in northeast Ohio. We are losing people in this area. These are firefighters that we have spent time and money in training. These are good employees because if they aren't, we do not keep them here. The departments know that if they come from Monroe they know they are a good employee and already has the training because they still work for Monroe.

By contract we have to allow three people per shift to take their vacation and earned day off (EDO) time because if we don't allow that they will not be able to take all of their time off over a period of a year. Peak vacation season runs from March to September. We have already filled a great deal of overtime because of illnesses/COVID. Our overtime is going to escalate. If we have someone sick or injured the night before their shift we have to freeze someone in the middle of the night or first thing in the morning. If you have kids or no daycare during your day off, you are still frozen. It is not a good situation as it puts a burden on our staff. This last year had a lot of challenges that we did not expect.

Mr. Funk asked if we put a Battalion Chief on each platoon and someone is out sick, which puts us to 9, can they fill that role or do we still have to freeze someone. Chief Centers advised they would still need to freeze someone.

Chief Centers advised that the Fire Chief can run with less staff in emergent situations, so if we have a day where we were three people short we might say we are only going to run a fire truck or medic out of one station or there would be no runs coming out of a certain station. We do not want to run with less people because it increases response times. We need to make that decision if we are better off running with less people because the person that may need frozen has been up the entire night with calls or was just frozen two nights ago.

With this number of short people it makes it an unmanageable situation. Mass hiring processes, such as bringing in six to eight people at one time or three now and three later, we did seven personnel when we received the Safer Grant it worked out well. If we have a mass hiring process (more than three) now and then in less than five years we have 13 people eligible to retire. Now, you have 15 to 20 people that have less than five years experience on our department.

Chief Centers mentioned one of the long term fix is looking at the 1989 Fire Levy and revisit it to see what it produces today versus what it produced 20 years ago. We have successfully passed a number of levies here. He believes that is something we need to look at in our long term plan.

Mrs. McElfresh expressed concern with the obvious safety of not only our staff, but also their ability to do their jobs. If you are overworked and you get frozen I understand you do the best with what you can in the moment. If you have an exhausted employee that is not beneficial. Another concern are the brown outs. As a resident, I do not want to be one of those people with a life or death situation in that moment. That is unacceptable. I understand why, but nobody wants to be that person if it comes to that. She asked how many positions the Safer Grant paid for. Chief Centers replied there were seven positions added. Mrs. McElfresh understood all of those grant positions are up, but you do have to be forward thinking and appreciated Chief Centers and all of the firefighters. You can't put a price on that. Mrs. McElfresh wants our staff to be effective in what they do and be great in what they do. She does not want to spend a lot of money training these great employees and they go somewhere else and would like to see that cycle break and be able to retain those employees. Also, having enough firefighters to do the job right now in our

City and make sure we have the proper coverage and the ability to handle a situation should it arise.

Chief Centers advised he has people in processes right now and does not know what direction they are going to go. He believes we are going to lose more people in the next couple of months. We would need six or seven and that is just getting us back to what we normally staff. Then there is the community paramedic position.

Mrs. McElfresh did not see the community paramedic position being a need over filling the firefighter positions. Chief Centers advised those duties would still be performed by firefighters on duty.

Mr. Funk stated if you believe that flexibility of your staff and reallocating duties or positions I think that we can put trust in your recommendation. The bigger thing goes back to this year it is going to cost us $75,000 and next year it is going to be close to $200,000.

Mr. Brock advised that we went three down in fire and three down in police and we wanted to see what the effect of net profits would be this year. We have started the hiring process and it is looking positive right now.

Mr. Funk noted overtime is a cost and mutual aid comes at a cost as well. Chief Centers explained he only sends mutual aid if it is safe for our community to send aid. There is no physical cost for the response. We have to have a fully staffed medic and fire engine staffed in the City at all times.

Mr. Funk understood the request and asked Chief Centers if his solution is the need for a levy as he didn't know that we have $250,000 laying around. Chief Centers was not sure where we are in our forecast, but believed the levy is a long term fix. He would not recommend doing a levy at this time. He understands that other departments in the City need assistance as well.

Mr. Funk commented that in the nearly six years he has been involved here the fire department has constantly been allocated services and it has grown. At some point we have to look at what is a solution to meet your needs. Public Safety is not something you want to gamble on. If we add three Battalion Chiefs we are still at risk to run below the amount of staff and would look to the Battalion Chief to fill a gap and get on an engine and then the Fire Chief or Assistant Fire Chief can fill that command staff area.

Chief Centers understood what he is saying; however, he and the Assistant Fire Chief are not here 24 hours per day. A lot of the calls come in over the weekends or on holidays. If we are looking at what is critical it is getting our numbers back up so our daily operations are back to where they were. The number two piece is the Battalion Chief positions. The number three piece is the part time fire inspector position.

Mrs. McElfresh referred to the income tax that is allocated for public safety and parks and asked how that plays into that situation. Mr. Brock explained we allocate approximately $2 million of that income tax between fire and police and that frees up General Fund revenues to pay for other things like overtime. A large amount went directly to keep those seven fire personnel on. Really the effect of that has been made and that will continue to grow over time due to employee costs. We have to see what those net revenues will be. Mrs. McElfresh stated, as a resident from the outside looking in, she approved that initiative and now we are looking at a fire levy. Mr. Brock did not know that we need more now it is an option we need to look at. This is the challenge because Council will hear from fire, police, public works, and administration of all the needs and wants and as we go through the year and he will call out to Council to prioritize these things to make the decision on how to fund these things or not.

Mr. Funk asked Chief Centers if he would you be able to provide the overtime that would be offset because that would also be one of those reductions if the vacancies were filled. Chief Centers replied if he looked at the budget that today we would be okay if we were back to the staffing. Mr. Funk wants to look at the operation as a whole and make sure the numbers make sense for the community.

Mr. Funk asked how many staff were in each platoon if it was full staffed. Chief Centers replied it was 13. Mr. Funk asked what if we eliminated three positions and only made 12 positions to each platoon and had range increases. Chief Centers advised if we drop down to 12 and we allow three people off it would drop us down to 10 and then we would have 24 hours of overtime. Mr. Funk it is looking for creative solutions sooner than later. Council is going to be looking at the bottom line.

Mrs. McElfresh suggested paying for a few less consultants and maybe it can come from somewhere else and you can reallocate.

Chief Centers said we are going to continue to give the same level of service and professionalism. We will just do it with a little less people until we come up with a plan moving forward.

Mrs. McElfresh you and all of the staff do an outstanding job and she hears what he is saying.

Mr. Brock advised the intent of these meetings is to give you in depth background as we develop the budget throughout the year.

The Public Safety Committee meeting adjourned at 7:06 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

EMERGENCY RESOLUTION NO. 18-2021

A RESOLUTION APPROVING A THEN-AND-NOW CERTIFICATE IN THE AMOUNT OF $19,793.80 TO MAJORS SUPPLY AND DECLARING AN EMERGENCY.

WHEREAS, the supplier for road salt was unable to deliver a sufficient amount of road salt during the consecutive snow storms recently experienced; and

WHEREAS, the City Manager authorized an emergency purchase of road salt from Majors Supply; and

WHEREAS, due to the emergency a purchase was unable to be opened prior to the purchase and receipt of the invoice.

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 $19,793.80 to Majors Supply 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

ORDINANCE NO. 2021-07

AN ORDINANCE, OTHERWISE KNOWN AS THE PERMANENT APPROPRIATIONS ORDINANCE, TO MEET CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MONROE, DURING FISCAL YEAR ENDING DECEMBER 31, 2021.

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

SECTION 2: There be appropriated from the GENERAL FUND:

1110	**GENERAL GOVERNMENT**			
	000	*FUND EXPENSES*		
		OPERATING EXPENSES		51,500
			TOTAL	*51,500*
	110	*CITY COUNCIL*		
		PERSONAL SERVICES		117,680
		OPERATING EXPENSES		97,500
			TOTAL	*215,180*
	120	*CITY MANAGER'S OFFICE*		
		PERSONAL SERVICES		351,500
		OPERATING EXPENSES		462,400
			TOTAL	*813,900*
	125	*INFORMATION TECHNOLOGY*		
		OPERATING EXPENSES		67,000
			TOTAL	*67,000*
	130	*HUMAN RESOURCES*		
		PERSONAL SERVICES		340,250
		OPERATING EXPENSES		181,500
			TOTAL	*521,750*
	135	*ECONOMIC DEVELOPMENT*		
		PERSONAL SERVICES		104,350
		OPERATING EXPENSES		286,200
			TOTAL	*390,550*
	140	*DEVELOPMENT*		
		PERSONAL SERVICES		418,140
		OPERATING EXPENSES		611,800
		OTHER EXPENSES		4,000
			TOTAL	*1,033,940*

145	*ENGINEERING*			
	PERSONAL SERVICES		191,300	
	OPERATING EXPENSES		330,000	
		TOTAL	*521,300*	
150	*FINANCE*			
	PERSONAL SERVICES		527,050	
	OPERATING EXPENSES		369,497	
	OTHER EXPENSES		650,000	
		TOTAL	*1,546,547*	
160	*MAYOR'S COURT*			
	PERSONAL SERVICES		103,650	
	OPERATING EXPENSES		33,000	
		TOTAL	*136,650*	
TOTAL GENERAL GOVERNMENT				**5,298,317**
PUBLIC SAFETY				
220	*PUBLIC SAFETY COMMUNICATIONS*			
	PERSONAL SERVICES		619,900	
	OPERATING EXPENSES		106,050	
		TOTAL	*725,950*	
250	*POLICE*			
	OTHER EXPENSES		3,200,000	
		TOTAL	*3,200,000*	
270	*FIRE*			
	OTHER EXPENSES		2,700,000	
		TOTAL	*2,700,000*	
TOTAL PUBLIC SAFETY				**6,625,950**
PUBLIC WORKS				
310	*STREET*			
	OTHER EXPENSES		1,200,000	
		TOTAL	*1,200,000*	
330	*BUILDINGS AND GROUNDS*			
	OPERATING EXPENSES		649,000	
		TOTAL	*649,000*	
390	*CEMETERY*			
	OTHER EXPENSES		200,000	
		TOTAL	*200,000*	
TOTAL PUBLIC WORKS				**2,049,000**

PARKS AND RECREATION				
410	*PARK OPERATION AND MAINTENANCE*			
	PERSONAL SERVICES		322,660	
	OPERATING EXPENSES		252,000	
		TOTAL	*574,660*	
TOTAL PARKS AND RECREATION				**574,660**
OTHER FINANCING USES				
710	*CAPITAL IMPROVEMENTS*			
	OTHER EXPENSES		700,000	
		TOTAL	*700,000*	
810	*DEBT SERVICE*			
	OTHER EXPENSES		798,300	
		TOTAL	*798,300*	
TOTAL OTHER FINANCING USES				**1,498,300**
GRAND TOTAL GENERAL FUND				**16,046,227**

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

2101	**PUBLIC SAFETY INCOME TAX FUND**			
	PUBLIC SAFETY			
	PERSONAL SERVICES		2,700,000	
	OTHER EXPENSES		452,100	
		TOTAL		*3,152,100*
2210	**STREET FUND**			
	PUBLIC WORKS			
	PERSONAL SERVICES		1,614,140	
	OPERATING EXPENSES		681,400	
		TOTAL		*2,295,540*

2220	**STATE HIGHWAY FUND**			
	PUBLIC WORKS			
	OPERATING EXPENSES		86,750	
		TOTAL		*336,750*
2230	**MOTOR VEHICLE LICENSE**			
	PUBLIC WORKS			
	OPERATING EXPENSES		133,800	
	CAPITAL EXPENSES		480,100	
		TOTAL		*613,900*
2310	**FIRE - 1989 LEVY FUND**			
	PUBLIC SAFETY			
	PERSONAL SERVICES		3,705,720	
	OPERATING EXPENSES		620,300	
		TOTAL		*4,326,020*
2330	**PUBLIC SAFETY FEMA GRANT FUND**			
	PUBLIC SAFETY			
	OPERATING EXPENSES		8,000	
		TOTAL		*8,000*
2410	**POLICE LAW ENFORCEMENT**			
	250 *PUBLIC SAFETY*			
	PERSONAL SERVICES		2,927,500	
	OPERATING EXPENSES		559,920	
		TOTAL		*3,487,420*
2420	**DARE GRANT FUND**			
	250 *PUBLIC SAFETY*			
	PERSONAL SERVICES		-	
	OPERATING EXPENSES		6,500	
		TOTAL		*6,500*
2430	**ENFORCEMENT & EDUCATION FUND**			
	250 *PUBLIC SAFETY*			
	OPERATING EXPENSES		8,000	
		TOTAL		*8,000*
2440	**FEDERAL ASSET FORFEITURE FUND**			
	250 *PUBLIC SAFETY*			
	OPERATING EXPENSES		-	
		TOTAL		-
2510	**COURT TECHNOLOGY IMPROVEMENT**			
	GENERAL GOVERNMENT			
	OPERATING EXPENSES		15,300	

	TOTAL		*15,300*
2600	**2004 TIFS**		
	DEVELOPMENT INCENTIVES		
	OPERATING EXPENSES	25,550	
	CAPITAL EXPENSES	1,237,963	
	OTHER EXPENSES	2,232,420	
	TOTAL		*3,495,933*
2700	**2004 RIDS**		
	DEVELOPMENT INCENTIVES		
	OPERATING EXPENSES	49,320	
	CAPITAL EXPENSES	415,538	
	OTHER EXPENSES	3,129,000	
	TOTAL		*3,593,858*
GRAND TOTAL SPECIAL REVENUE FUNDS			***21,339,321***

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

3101	**CAPITAL INCOME TAX FUND**		
	GENERAL GOVERNMENT		
	OPERATING EXPENSES	22,000	
	PUBLIC SAFETY		
	OPERATING EXPENSES	276,000	
	PUBLIC WORKS		
	OPERATING EXPENSES	55,000	
	CAPITAL EXPENSES	650,000	
	OTHER FINANCING USES		
	OTHER EXPENSES	165,200	
	TOTAL		*1,168,200*
3110	**PARK IMPROVEMENT FUND**		
	PARKS AND RECREATION		
	OPERATING	250,000	
	CAPITAL EXPENSES	1,940,000	
	TOTAL		*2,190,000*
3120	**CAPITAL IMPROVEMENT FUND**		
	GENERAL GOVERNMENT		
	OPERATING EXPENSES	50,000	
	CAPITAL EXPENSES	600,000	
	OTHER EXPENSES	82,000	

PUBLIC SAFETY

OPERATING EXPENSES	50,000
CAPITAL EXPENSES	450,000

	PUBLIC WORKS		
	OPERATING EXPENSES	50,100	
	CAPITAL EXPENSES	3,112,340	
	TOTAL		*4,394,440*
6120	**WATER CAPITAL IMPROVEMENT FUND**		
	PUBLIC WORKS		
	OPERATING EXPENSES	135,000	
	CAPITAL EXPENSES	1,274,000	
	TOTAL		*1,409,000*
6125	**WATER METER REPLACEMENT FUND**		
	PUBLIC WORKS		
	OPERATING EXPENSES	30	
	CAPITAL EXPENSES	100,000	
	OTHER EXPENSES	-	
	TOTAL		*100,030*
GRAND TOTAL CAPITAL PROJECTS FUNDS			***9,261,670***

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

4110	**G.O. BOND RETIREMENT**		
	GENERAL GOVERNMENT		
	DEBT SERVICE EXPENSE	866,000	
	TOTAL		*866,000*
4210	**WATER BOND RETIREMENT**		
	PUBLIC WORKS		
	DEBT SERVICE EXPENSE	406,830	
	TOTAL		*406,830*
4310	**S.A. BOND RETIREMENT FUND**		
	GENERAL GOVERNMENT		
	OPERATING EXPENSES	100	
	DEBT SERVICE EXPENSE	-	
	DEVELOPMENT INCENTIVES		
	OTHER EXPENSES	1,125,000.00	
	TOTAL		*1,125,100*
4410	**INCOME TAX BOND RETIREMENT FUND**		
	GENERAL GOVERNMENT		
	DEBT SERVICE EXPENSE	618,000	
	TOTAL		*618,000*

4610	**CORRIDOR 75 PARK LTD TIF**		
	DEVELOPMENT INCENTIVES		
	OPERATING EXPENSES	-	
	DEBT SERVICE EXPENSE	-	
	OTHER EXPENSES	-	
	TOTAL		-
GRAND TOTAL DEBT SERVICE FUNDS			***3,015,930***

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

5110	**S.A. STREET LIGHTING FUND**		
	GENERAL GOVERNMENT		
	OPERATING EXPENSES	100	
	TOTAL		*100*
GRAND TOTAL SPECIAL ASSESSMENT FUNDS			***100***

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

6110	**WATER FUND**		
	PUBLIC WORKS		
	PERSONAL SERVICES	704,100	
	OPERATING EXPENSES	1,842,700	
	OTHER EXPENSES	1,649,000	
	TOTAL		*4,195,800*
6210	**SEWER FUND**		
	PUBLIC WORKS		
	PERSONAL SERVICES	90,350	
	OPERATING EXPENSES	1,198,200	
	TOTAL		*1,288,550*
6310	**STORM WATER FUND**		
	PUBLIC WORKS		
	PERSONAL SERVICES	173,250	
	OPERATING EXPENSES	317,150	
	CAPITAL EXPENSES	210,000	
	TOTAL		*700,400*
6410	**GARBAGE FUND**		
	PUBLIC WORKS		
	PERSONAL SERVICES	113,550	
	OPERATING EXPENSES	801,500	
	TOTAL		*915,050*

6510	**CEMETERY FUND**		
	PUBLIC WORKS		
	PERSONAL SERVICES	41,700	
	OPERATING EXPENSES	80,000	
	CAPITAL EXPENSES	-	
	OTHER	-	
	TOTAL		*121,700*
6610	**STREET LIGHTING FUND**		
	PUBLIC WORKS		
	OPERATING EXPENSES	140,050	
	CAPITAL EXPENSES	-	
	OTHER	-	
	TOTAL		*140,050*
GRAND TOTAL ENTERPRISE FUNDS			***7,361,550***

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

7100	**CEMETERY MAINTENANCE TRUST FUND**		
	FUND EXPENSE		
	OPERATING EXPENSES	-	
	TOTAL		-
7110	**MOUND CEMETERY TRUST FUND**		
	PUBLIC WORKS		
	OPERATING EXPENSES	10,000	
	TOTAL		*10,000*
7120	**LONG STREET CEMETERY TRUST FUND**		
	PUBLIC WORKS		
	OPERATING EXPENSES	250	
	TOTAL		*250*
7310	**FIRE HISTORIC PRESERVATION FUND**		
	PUBLIC SAFETY		
	CAPITAL OUTLAY	-	
	TOTAL		-
7320	**FIRE LOSS SECURITY FUND**		
	PUBLIC SAFETY		
	OPERATING	21,371	
	TOTAL		*21,371*

7410	**DRUG LAW ENFORCEMENT TRUST FUND**		
	PUBLIC SAFETY		
	OPERATING EXPENSES	20,000	
	TOTAL		*20,000*
GRAND TOTAL TRUST AND AGENCY FUNDS			***51,621***
TOTAL ALL APPROPRIATIONS			***57,076,419***

SECTION 9: The City Manager is hereby authorized to convert the dollar appropriation figure in the Ordinance to such form as may be acceptable to the Auditors of Butler and Warren Counties and the Auditor of the State of Ohio provided in this conversion no change of total dollar amounts shall within the Sections of this Ordinance be permitted without approval of Council.

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

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

PASSED: ______________________________

ATTEST: APPROVED:

______________________________ ______________________________

Clerk of Council Mayor

City of Monroe

Supplemental Appropriations
March 9, 2021

FUND	FUND DESCRIPTION	CURRENT APPROPRIATIONS	ADJUSTED APPROPRIATIONS	AMOUNT OF CHANGE	% CHANGE	ACCOUNT NUMBER	REASON FOR REQUEST
1110	**GENERAL FUND**						
	GENERAL GOVERNMENT						
	120 - CITY MANAGER'S OFFICE						
	OPERATING EXPENSES	461,400	462,400	1,000	0.2%	11112000-52307	Property/liability insurance annual invoice higher than originally budgeted
	OTHER FINANCING USES						
	CAPITAL IMPROVEMENTS						
	OTHER EXPENSES	550,000	700,000	150,000	27.3%		Transfer to Capital Improvement Fund
	TOTAL GENERAL FUND	15,895,227	16,046,227	151,000	0.9%		
	TOTAL GENERAL FUND	**$ 15,895,227**	**$ 16,046,227**	**$ 151,000**			
2220	**STATE HIGHWAY FUND**						
	PUBLIC WORKS						
	310 - STREET						
	CAPITAL EXPENSES	-	250,000	250,000		22232000-53714	State Route 63 & Lawton Project
	TOTAL STATE HIGHWAY FUND	86,750	336,750	250,000	288.2%		
2230	**MOTOR VEHICLE LICENSE TAX FUND**						
	PUBLIC WORKS						
	310 - STREET						
	CAPITAL EXPENSES	40,100	480,100	440,000	1097.3%	22331000-53714	State Route 63 & Lawton Project
	TOTAL MVLT FUND	173,900	613,900	440,000	253.0%		
2410	**POLICE LAW ENFORCEMENT FUND**						
	PUBLIC SAFETY						
	250 - POLICE						
	OPERATING EXPENSES	544,920	559,920	15,000	2.8%	24125054-52413	Annual IT improvements
	TOTAL POLICE LAW ENFORCEMENT F	3,472,420	3,487,420	15,000	0.4%		
2510	**COURT TECHNOLOGY IMPROVEMENT FUND**						
	GENERAL GOVERNMENT						
	160 - MAYOR'S COURT						
	OPERATING EXPENSES	11,300	15,300	4,000	35.4%	25116054-52411	Purchase equipment for new service window
	TOTAL COURT TECHNOLOGY IMPROV	11,300	15,300	4,000	35.4%		
2600	**2004 TIF FUNDS**						
	DEVELOPMENT INCENTIVES						
	510 - COMMERCIAL TIF DISTRICTS						
	CAPITAL EXPENSES	-	1,237,963	1,237,963		Multiple	SR63 & Lawton project; SB4 approved use for streets; S Union Rd project
	TOTAL 2004 TIF FUNDS	2,257,970	3,495,933	1,237,963	54.8%		
2700	**2004 RID FUNDS**						
	DEVELOPMENT INCENTIVES						
	550 - RESIDENTIAL TIF DISTRICTS						
	CAPITAL EXPENSES	-	415,538	415,538		Multiple	Community Park Play Equipment Replacement
	TOTAL 2004 RID FUNDS	3,178,320	3,593,858	415,538	13.1%		
	TOTAL SPECIAL REVENUE FUNDS	**$ 18,976,820**	**$ 21,339,321**	**$ 2,362,501**			
3101	**CAPITAL INCOME TAX FUND**						
	PUBLIC SAFETY						
	250 - POLICE						
	OPERATING EXPENSES	165,000	211,000	46,000	27.9%		Training Simulator Capital Lease
	TOTAL CAPITAL IT FUND	1,122,200	1,168,200	46,000	4.1%		
3110	**PARK IMPROVEMENT FUND**						

OTHER FINANCING USES						
420 - PARK DEVELOPMENT						
OPERATING EXPENSES	150,000	250,000	100,000	66.7%	31142600-52313 PK160	Bicentennial Commons Phase II planning
CAPITAL EXPENSES	-	1,940,000	1,940,000			Community Park Play Equipment Replacement (State grant $40,000) - $90,000 Monroe Bicentennial Commons - $1,850,000
TOTAL PARK IMPROVEMENT FUND	150,000	2,190,000	2,040,000	1360.0%		
3120 CAPITAL IMPROVEMENT FUND						
GENERAL GOVERNMENT						
000 - FUND EXPENSE						
CAPITAL EXPENSES	50,000	600,000	550,000	1100.0%	31210000-53713 $500,000 31210000-53701 $50,000	City building office remodel; Land Acquisition
PUBLIC SAFETY						
250 - POLICE						
CAPITAL EXPENSES	-	150,000	150,000		31225000-53713 PD181; 31225000-53718	Carryover from last year's appropriations to finalize the Police Facility project; Chemical agent/gas mask replacement project
270 - FIRE						
CAPITAL EXPENSES	-	300,000	300,000		31227000-53718	SCBA replacement (Fire)
PUBLIC WORKS						
CAPITAL EXPENSES	-	3,112,340	3,112,340		Multiple	Downtown ADA Program (CDBG funding $70K); SR63 & Lawton project (grant amt); S Union Rd (grant & reimb from WC); 2 Plow trucks
TOTAL CAPITAL IMPROVEMENT FUNE	282,100	4,394,440	4,112,340	1457.8%		
6120 WATER CAPITAL IMPROVEMENT FUND						
PUBLIC WORKS						
000 - FUND EXPENSE						
OPERATING EXPENSES	110,000	135,000	25,000	22.7%	6120-52313	Consultant work for SR63 & Cincinnati-Dayton Rd Water Main project
CAPITAL EXPENSES	-	1,274,000	1,274,000		6120-53717	Mason Rd Water Main improvement project; Water equipment/vehicles
TOTAL WATER IMPROVEMENT FUND	110,000	1,409,000	1,299,000	1180.9%		
6110 WATER						
PUBLIC WORKS						
380 - WATER						
OPERATING EXPENSES	1,808,800	1,842,700	33,900	1.9%	61138000-52355	Sold capital assets on eGov - Reappropriate for use
OTHER EXPENSES	875,000	1,649,000	774,000	88.5%	61138000-55901	Transfer to Water Capital Impr Fund
TOTAL WATER FUND	3,387,900	4,195,800	807,900	23.8%		
6310 STORM WATER FUND						
PUBLIC WORKS						
390 - OTHER UTILITIES						
CAPITAL EXPENSES	250,000	210,000	(40,000)	-16.0%	63139000-53716	Bids on Brittany Heights came in lower than anticipated
TOTAL STORM WATER FUND	740,400	700,400	(40,000)	-5.4%		
TOTAL ALL FUNDS	46,297,678	57,076,419	10,778,741			

GENERAL FUND OVERVIEW

FIVE-YEAR FORECAST

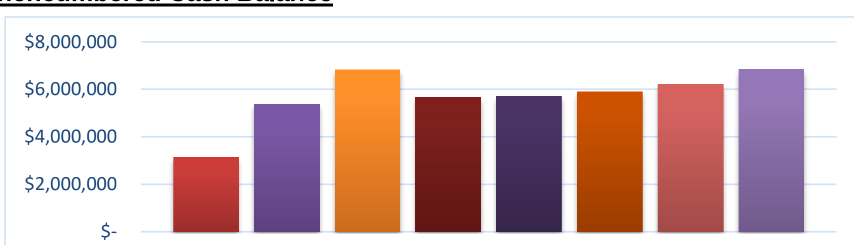
	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 5,144,466	$ 3,805,001	$ 5,296,326	$ 6,834,428	$ 5,658,250	$ 5,711,979	$ 5,903,816	$ 6,207,646
Revenues	12,515,635	12,428,843	15,153,809	14,870,049	15,365,002	16,011,757	16,689,700	17,400,400
Expenditures	(13,891,183)	(11,095,674)	(13,242,382)	(16,046,227)	(15,311,273)	(15,819,920)	(16,385,870)	(16,764,895)
Revenues Over (Under) Expenditures	(1,375,549)	1,333,169	1,911,427	(1,176,178)	53,729	191,837	303,830	635,505
Ending Cash Balance	$ 3,805,001	$ 5,863,522	$ 7,315,671	$ 5,658,250	$ 5,711,979	$ 5,903,816	$ 6,207,646	$ 6,843,151
Encumbrances	(664,910)	(482,519)	(481,243)					
Unencumbered Cash Balance	**$ 3,140,091**	**$ 5,381,003**	**$ 6,834,428**	**$ 5,658,250**	**$ 5,711,979**	**$ 5,903,816**	**$ 6,207,646**	**$ 6,843,151**

SUMMARY

The General Fund overview provides a summary of unaudited financial activity through December 31, 2020.

The *2021 Budget* reflects the permanent budget as proposed to City Council on March 9, 2021. This column reflects approved transfers between funds and programs and any approved use of cash reserves.

Unencumbered Cash Balance



In fiscal year 2018, the ending unencumbered cash balance of the General Fund was $3.1 million, which was slightly less than the City's unoffical target fund balance of $4 million. The balance had dropped to $3.1 as City Council approved the use of cash reserves to complete several significant outstanding capital projects.

In fiscal year 2019, the unencumbered cash balance of the General Fund increased to $5.3 million. Several large capital projects that were planned for the 2019 budget received higher than anticipated bids and were not able to be completed in that budget year.

In fiscal year 2020, the ending unencumbered cash balance of the General Fund was around $6.8 million. Many factors contributed to this significant increase. City Council approved a significant budget decrease (approximately $1.7 million) to protect against a potentionally negative budgetary impact related to COVID-19. Income Tax receipts showed an overall increase from fiscal year 2019, so the impact of COVID-19 on this revenue source was not as significant as we had planned for. Also, the Federal & State governments, seeing the vast impact of COVID-19 on local governments, approved various additional funding mechanisms to improve our budgetary status:

* FEMA Disaster Recovery Funding - $6,600
* CARES Funding - $937,200
* BWC rebates & reimbursements - $367,200
* Senate Bill 4 Use of TIF/RID for public safety & street improvements - $932,800

SUMMARY OF CHANGES

This version of the five-year forecast includes the following significant changes:

1 - An updated revenue & expenditure estimate based on year-to-date receipts and expenditures.

2 - Updated 2021 appropriations based on the legislation presented to City Council on March 9, 2021.

3 - Includes the 2021 capital plan.

ASSUMPTIONS

Fiscal year 2021 still shows uncertainty relating to the budgetary impact of COVID-19. We believe there may be an impact on the net profit income tax revenue received this year, as many businesses faced shut-downs and hardships during the height of COVID-19.

We have begun to build a 5-year capital investment plan, and year 1 of that plan is included in this forecast. The majority of the projects are either carry-overs from a prior year's CIP or are funded with grants, reimbursements, or with the use of additional Senate Bill 4 TIF/RID monies. Though we are trying to be conservative, we recognize that there are many capital projects that will need completed over the next few years, and many of these will need General Fund monies. In order to maintain a healthy General fund balance, we will need to evaluate both the operational and capital needs of the City and consistently establish priorities as we build all 5 years into this financial forecast.

GENERAL FUND OVERVIEW

FIVE-YEAR FORECAST

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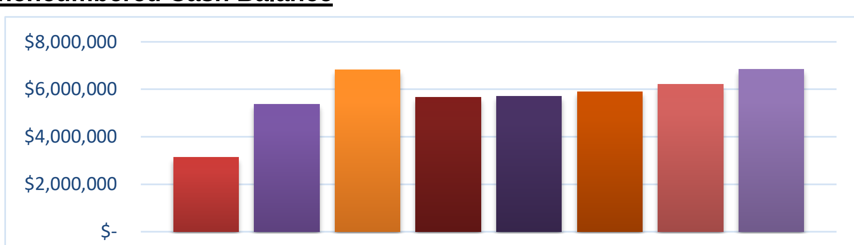

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GENERAL FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
LOCAL & STATE SHARED TAXES								
Property Tax	744,281	820,662	811,568	920,700	920,700	939,100	957,800	976,900
Municipal Income Tax	8,989,283	9,379,000	11,097,512	11,652,387	12,235,007	12,846,757	13,489,000	14,163,400
Other Local Taxes	164,969	106,117	102,278	108,200	108,200	110,300	112,500	114,700
Local Govt Fund	208,032	237,144	261,709	237,100	237,100	237,100	237,100	237,100
Other State Shared Taxes	10,177	14,223	2,590	22,600	12,600	12,600	12,600	12,600
SUBTOTAL	$ 10,116,742	$ 10,557,146	$ 12,275,656	$ 12,940,987	$ 13,513,607	$ 14,145,857	$ 14,809,000	$ 15,504,700
INTERGOVERNMENTAL								
JEDD Admin & 50% Split	271,560	545,472	396,572	358,295	358,295	365,400	372,700	380,100
JEDD Interchange Maint	75,303	151,257	109,968	112,167	114,400	116,600	118,900	121,200
Grants	5,000	-	12,500	-	-	-	-	-
CHARGES FOR SERVICE								
Reservation Fees	7,430	7,150	(3,900)	7,100	7,100	7,100	7,100	7,100
Rent & Leases	79,312	80,899	163,633	155,000	155,000	158,100	161,200	164,400
Street Light Charges	243	-	-	-	-	-	-	-
Payroll Admin Charge	186,858	198,932	213,671	212,000	214,100	216,200	218,300	220,400
FINES & FORFEITURES								
Court Fines & Fees	65,945	86,154	89,664	86,100	86,100	86,100	86,100	86,100
FEES, LICENSES, & PERMITS								
Building Permits	691,773	445,047	426,877	460,500	460,500	460,500	460,500	460,500
Other Licenses & Permits	73,402	51,683	39,203	65,900	65,900	65,900	65,900	65,900
Cable Franchise Fees	150,539	145,415	143,126	145,400	145,400	145,400	145,400	145,400
Other Fees	1,046	24	32	-	-	-	-	-
INVESTMENT EARNINGS								
Interest	190,585	220,635	205,728	220,600	220,600	220,600	220,600	220,600
MISCELLANEOUS REVENUE								
Contributions & Donations	2,886	1,500	2,943	1,500	1,500	1,500	1,500	1,500

GENERAL FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Miscellaneous Revenue	125,597	(266,966)	290,607	6,000	6,000	6,000	6,000	6,000
OTHER FINANCING SOURCES								
Advances In	455,000	50,000	415,000	82,000	-	-	-	-
Other Revenue	16,416	154,494	372,529	16,500	16,500	16,500	16,500	16,500
	$ 12,515,635	**$ 12,428,843**	**$ 15,153,809**	**$ 14,870,049**	**$ 15,365,002**	**$ 16,011,757**	**$ 16,689,700**	**$ 17,400,400**

EXPENDITURES

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
FUND EXPENSES								
Operating Expenses	34,538	18,924	41,270	51,500	46,500	46,500	46,500	46,500
Other Financing Uses	5,000	-	-	-	-	-	-	-
CITY COUNCIL								
Personnel Services	108,648	110,697	111,417	117,680	117,300	121,900	126,700	131,700
Operating Expenses	64,048	51,858	46,812	97,500	94,400	96,200	98,100	100,000
CITY MANAGER'S OFFICE								
Personnel Services	270,091	289,168	290,329	351,500	371,100	397,000	424,700	454,400
Operating Expenses	410,916	382,768	382,744	462,400	466,600	475,900	485,400	495,100
INFORMATION TECHNOLOGY								
Operating Expenses	144,928	71,923	34,055	67,000	63,300	64,500	65,700	67,000
HUMAN RESOURCES								
Personnel Services	181,352	221,256	235,995	340,250	362,400	391,300	422,600	456,400
Operating Expenses	122,795	177,730	245,302	181,500	180,100	183,700	187,300	191,000
ECONOMIC DEVELOPMENT								
Personnel Services	88,194	88,812	97,254	104,350	104,500	109,700	115,100	120,800
Operating Expenses	95,684	105,948	72,748	286,200	286,900	292,600	298,400	304,300
DEVELOPMENT								

GENERAL FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Personnel Services	286,942	300,120	320,933	418,140	425,600	438,300	451,400	464,900
Operating Expenses	699,714	575,866	420,515	611,800	619,000	631,300	643,900	656,700
Other Financing Uses	530	20,513	1,288	4,000	4,000	4,000	4,000	4,000
ENGINEERING								
Personnel Services	-	-	79,347	191,300	190,100	193,900	197,700	201,600
Operating Expenses	-	-	83,050	330,000	331,600	338,200	344,900	351,700
FINANCE								
Personnel Services	441,123	427,845	454,996	527,050	548,400	575,800	604,500	634,700
Operating Expenses	205,702	243,745	267,837	369,497	371,800	329,200	335,700	342,400
Other Financing Uses	269,939	492,608	1,281,679	650,000	650,000	650,000	650,000	650,000
MAYOR'S COURT								
Personnel Services	88,647	91,025	89,733	103,650	103,800	108,900	114,300	120,000
Operating Expenses	17,519	16,812	19,087	33,000	28,600	29,100	29,600	30,100
DISPATCH								
Personnel Services	396,584	440,705	418,056	619,900	633,400	652,400	671,900	692,000
Operating Expenses	29,969	51,713	33,140	106,050	103,100	105,100	107,200	109,300
BUILDINGS & GROUNDS								
Operating Expenses	274,712	264,809	260,366	649,000	656,900	670,000	683,400	697,000
PARKS								
Personnel Services	210,293	216,020	216,266	322,660	320,800	324,000	327,200	330,400
Operating Expenses	55,516	75,810	125,906	252,000	252,000	257,000	262,100	267,300
OTHER FINANCING USES								
Transfers Out - Police	3,555,000	1,900,000	2,560,260	3,200,000	3,007,235	3,129,620	3,257,020	3,389,620
Transfers Out - Fire	2,897,000	2,050,000	2,249,999	2,700,000	2,964,500	3,126,900	3,296,000	3,447,700
Transfers Out - Street	1,156,300	1,293,000	850,000	1,200,000	1,212,750	1,276,450	1,342,750	1,411,750
Transfers Out - Enterprise	86,000	65,000	160,000	200,000	-	-	-	-
Transfers Out - Capital	655,500	-	1,234,000	700,000	-	-	-	-
Transfers Out - Debt	978,000	1,051,000	558,000	798,300	794,588	800,450	791,800	596,525
Advances Out	60,000	-	-	-	-	-	-	-

GENERAL FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
	$ 13,891,183	$ 11,095,674	$ 13,242,382	$ 16,046,227	$ 15,311,273	$ 15,819,920	$ 16,385,870	$ 16,764,895

OTHER MAJOR GOV FUNDS OVERVIEW

STREET FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 262,472	$ 186,324	$ 363,432	$ 293,595	$ -	$ -	$ -	$ -
Revenues	826,356	918,384	1,021,170	1,195,275	1,160,950	1,178,250	1,195,850	1,213,850
Subsidy from General Fund	1,156,300	1,293,000	850,000	**$ 806,670**	**$ 1,212,750**	**$ 1,276,450**	**$ 1,342,750**	**$ 1,411,750**
Expenditures	(2,023,483)	(2,013,951)	(1,679,769)	(2,295,540)	(2,373,700)	(2,454,700)	(2,538,600)	(2,625,600)
Cash Balance	$ 186,324	$ 278,381	$ 515,735	-	-	-	-	-
Encumbrances	(177,504)	(156,915)	(222,140)					
Unencumbered Cash Balance	**$ 8,820**	**$ 121,466**	**$ 293,595**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

FIRE & EMS LEVY FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 99,912	$ 152,057	$ 54,872	$ 479,065	$ -	$ -	$ -	$ -
Revenues	2,166,670	2,184,722	1,819,588	2,157,635	2,186,800	2,227,900	2,269,800	2,312,600
Subsidy Required	2,897,000	2,050,000	2,251,522	**$ 1,689,320**	**$ 2,964,500**	**$ 3,126,900**	**$ 3,296,000**	**$ 3,447,700**
Expenditures	(5,023,812)	(4,327,674)	(3,599,788)	(4,326,020)	(5,151,300)	(5,354,800)	(5,565,800)	(5,760,300)
Cash Balance	$ 152,057	$ 123,466	$ 526,194	-	-	-	-	-
Encumbrances	(136,919)	(68,248)	(47,129)					
Unencumbered Cash Balance	$ 15,137	$ 55,218	$ 479,065	$ -	$ -	$ -	$ -	$ -

POLICE LAW ENFORCEMENT FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 69,518	$ 129,702	$ 38,569	$ 123,109	$ -	$ -	$ -	$ -
Revenues	623,243	869,877	707,065	853,160	886,680	904,080	921,780	939,880
Subsidy Required	3,555,000	1,900,000	2,560,260	**$ 2,496,096**	**$ 3,007,235**	**$ 3,129,620**	**$ 3,257,020**	**$ 3,389,620**
Expenditures	(4,059,485)	(2,821,807)	(3,167,410)	(3,472,365)	(3,893,915)	(4,033,700)	(4,178,800)	(4,329,500)
Cash Balance	$ 129,702	$ 38,569	$ 138,483	-	-	-	-	-
Encumbrances	(113,847)	(23,061)	(15,375)					
Unencumbered Cash Balance	$ 15,854	$ 15,508	$ 123,109	$ -	$ -	$ -	$ -	$ -

GO BOND RETIREMENT FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 201,913	$ 212,794	$ 212,794	$ 373,869	$ 328,869	$ -	$ -	$ -
Revenues	14,405	1,362,071	736,000	821,000	-	-	-	-
Subsidy Required	1,327,148	1,539,148	802,000	**$ -**	**$ 490,631**	**$ 826,100**	**$ 817,200**	**$ 621,700**
Expenditures	(1,330,673)	(1,340,543)	(2,937,602)	(866,000)	(819,500)	(826,100)	(817,200)	(621,700)
Cash Balance	$ 212,794	$ 1,773,470	$ 373,869	328,869	-	-	-	-
Encumbrances	-	-	-					
Unencumbered Cash Balance	$ 212,794	$ 1,773,470	$ 373,869	$ 328,869	$ -	$ -	$ -	$ -

PARK IMPROVEMENT FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 128,222	$ 593,240	$ 2,850,276	$ 1,999,166	$ -	$ -	$ -	$ -
Revenues	49,897	2,651,152	22,934	86,200	41,200	41,200	41,200	41,200
Subsidy Required	1,993,443	-	-	**$ 104,634**	**$ 108,800**	**$ 111,800**	**$ 114,800**	**$ 117,900**
Expenditures	(1,578,321)	(394,116)	(413,360)	(2,190,000)	(150,000)	(153,000)	(156,000)	(159,100)
Cash Balance	$ 593,240	$ 2,850,276	$ 2,459,850	-	-	-	-	-
Encumbrances	(27,501)	(65,685)	(460,684)					
Unencumbered Cash Balance	$ 565,739	$ 2,784,591	$ 1,999,166	$ -	$ -	$ -	$ -	$ -

CAPITAL IMPROVEMENT FUND

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ 691,182	$ 692,520	$ 8,056,658	$ 926,036	$ 468,512	$ 504,512	$ 540,512	$ 576,512
Revenues	104,004	9,170,892	36,759	2,768,340	36,000	36,000	36,000	36,000
Subsidy Required	1,200,500	800,000	1,414,000	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures	(1,303,166)	(2,606,755)	(7,431,816)	(3,225,864)	-	-	-	-
Cash Balance	$ 692,520	$ 8,056,658	$ 2,075,602	468,512	504,512	540,512	576,512	612,512
Encumbrances	(548,925)	(580,779)	(1,149,566)					
Unencumbered Cash Balance	$ 143,595	$ 7,475,879	$ 926,036	$ 468,512	$ 504,512	$ 540,512	$ 576,512	$ 612,512

STREET FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
INTERGOVERNMENTAL								
Gasoline Tax	515,406	621,000	777,227	850,075	867,000	884,300	901,900	919,900
Motor Vehicle Regulation I	156,737	163,049	166,251	166,000	166,000	166,000	166,000	166,000
Grants	-	-	1,000	-	-	-	-	-
CHARGES FOR SERVICES								
Lemon Township Contract	100,000	102,500	51,250	153,750	102,500	102,500	102,500	102,500
Other	2,009	9,343	2,973	2,850	2,850	2,850	2,850	2,850
MISCELLANEOUS REVENUE								
Interest	6,971	4,099	3,756	4,100	4,100	4,100	4,100	4,100
Miscellaneous Revenue	45,234	18,394	18,714	18,500	18,500	18,500	18,500	18,500
OTHER FINANCING SOURCES								
Transfers In	1,156,300	1,293,000	850,000	-	-	-	-	-
Other Revenue	-	-		-	-	-	-	-
	$ 1,982,656	**$ 2,211,384**	**$ 1,871,170**	**$ 1,195,275**	**$ 1,160,950**	**$ 1,178,250**	**$ 1,195,850**	**$ 1,213,850**
EXPENDITURES								
Personnel Services	1,194,627	1,408,487	1,305,885	1,614,140	1,678,700	1,745,800	1,815,600	1,888,200
Operating Expenses	828,855	605,464	373,884	681,400	695,000	708,900	723,000	737,400
	$ 2,023,483	**$ 2,013,951**	**$ 1,679,769**	**$ 2,295,540**	**$ 2,373,700**	**$ 2,454,700**	**$ 2,538,600**	**$ 2,625,600**

FIRE & EMS LEVY FUNDS OVERVIEW (1989 & 2005)

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
LOCAL & STATE SHARED TAXES								
Property Tax - 1989	533,061	615,573	597,307	723,313	752,200	767,200	782,500	798,100
Property Tax - 2005	608,723	677,312	667,453	795,972	827,800	844,300	861,100	878,300
INTERGOVERNMENTAL								
Grants	550,074	246,292	12,605	-	-	-	-	-
CHARGES FOR SERVICES								
Lemon Township Contract	105,000	105,000	51,250	158,750	105,000	105,000	105,000	105,000
EMS Billing	354,127	513,201	473,641	473,600	483,000	492,600	502,400	512,400
MISCELLANEOUS REVENUE								
Contributions & Donations	2,441	2,805	2,646	2,000	2,600	2,600	2,600	2,600
Miscellaneous Revenue	13,244	21,349	13,860	4,000	16,200	16,200	16,200	16,200
OTHER FINANCING SOURCES								
Transfers In	2,897,000	2,050,000	2,251,522	-	-	-	-	-
Other Revenue	-	3,190	826	-	-	-	-	-
	$ 5,063,670	$ 4,234,722	$ 4,071,110	**$ 2,157,635**	**$ 2,186,800**	**$ 2,227,900**	**$ 2,269,800**	**$ 2,312,600**
EXPENDITURES								
FIRE - 1989 LEVY								
Personnel Services	3,888,399	3,970,051	4,263,308					
Salaries & Wages				4,365,000	4,495,900	4,653,200	4,816,000	4,960,400
Insurance/Other				640,720	672,700	706,300	741,600	778,600
Operating Expenses	506,712	656,524		620,300	632,700	645,300	658,200	671,300
Capital Outlay	20,000	17,500		-	-	-	-	-
FIRE - 2005 LEVY								
Operating Expenses	608,701	678,599	811,479	-	-	-	-	-

Other Financing Uses	-	-	-	-	-	-	-	-
PS INCOME TAX FUND								
Personnel Services	-	(995,000)	(1,475,000)	(1,300,000)	(650,000)	(650,000)	(650,000)	(650,000)
	$ 5,023,812	**$ 4,327,674**	**$ 3,599,788**	**$ 4,326,020**	**$ 5,151,300**	**$ 5,354,800**	**$ 5,565,800**	**$ 5,760,300**

POLICE LAW ENFORCEMENT FUND OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
LOCAL & STATE SHARED TAXES								
Property Tax	563,931	647,381	626,835	774,180	805,100	821,200	837,600	854,300
INTERGOVERNMENTAL								
Grants	4,112	6,572	18,858	6,700	6,700	6,700	6,700	6,700
CHARGES FOR SERVICES								
School Resource Officer	44,500	192,529	55,874	66,000	68,600	69,900	71,200	72,600
Fingerprinting	1,404	1,431	594	1,480	1,480	1,480	1,480	1,480
MISCELLANEOUS REVENUE								
Contributions & Donations	4,616	3,025	2,946	3,000	3,000	3,000	3,000	3,000
Miscellaneous Revenue	669	17,192	1,132	1,000	1,000	1,000	1,000	1,000
OTHER FINANCING SOURCES								
Transfers In	3,555,000	1,900,000	2,560,260	-	-	-	-	-
Other Revenue	4,010	1,748	826	800	800	800	800	800
	$ 4,178,243	**$ 2,769,877**	**$ 3,267,325**	**$ 853,160**	**$ 886,680**	**$ 904,080**	**$ 921,780**	**$ 939,880**
EXPENDITURES								
Personnel Services	3,557,825	3,789,529	3,872,853	4,327,445	4,500,500	4,680,500	4,867,700	5,062,400
Subsidy from PS Tax Func	-	(1,475,000)	(1,175,000)	(1,400,000)	(1,400,000)	(1,456,000)	(1,514,200)	(1,574,700)
Operating Expenses	501,660	507,278	469,557	544,920	793,415	809,200	825,300	841,800
Capital Outlay	-	-	-	-	-	-	-	-
	$ 4,059,485	**$ 2,821,807**	**$ 3,167,410**	**$ 3,472,365**	**$ 3,893,915**	**$ 4,033,700**	**$ 4,178,800**	**$ 4,329,500**

G.O. BOND RETIREMENT FUND OVERVIEW

Financial Forecast Report

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	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
INTERGOVERNMENTAL								
G Interest Subsidy Reimb	14,405	14,459	-	10,000	-	-	-	-
PROCEEDS FROM THE SALE OF DEBT								
Proceeds of Debt	-	1,255,000	736,000	-	-	-	-	-
Premium/Accrued Interest	-	91,612	-	-	-	-	-	-
OTHER FINANCING SOURCES								
Transfers In	1,327,148	1,539,148	802,000	811,000	-	-	-	-
Other Revenue	-	1,000	-	-	-	-	-	-
	$ 1,341,553	**$ 2,901,219**	**$ 1,538,000**	**$ 821,000**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES								
Debt Service	1,330,673	1,340,543	2,937,602	866,000	819,500	826,100	817,200	621,700
	$ 1,330,673	**$ 1,340,543**	**$ 2,937,602**	**$ 866,000**	**$ 819,500**	**$ 826,100**	**$ 817,200**	**$ 621,700**

PARK IMPROVEMENT FUND OVERVIEW

Financial Forecast Report

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	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
INTERGOVERNMENTAL								
Other	5,000	10,000	-	45,000	-	-	-	-
LICENSES & PERMITS								
Park Improvement Fees	44,897	41,152	22,934	41,200	41,200	41,200	41,200	41,200
PROCEEDS FROM THE SALE OF DEBT								
Proceeds of Bonds	-	2,600,000	-	-	-	-	-	-
OTHER FINANCING SOURCES								
Transfers In	1,993,443	-	-	-	-	-	-	-
	$ 2,043,339	**$ 2,651,152**	**$ 22,934**	**$ 86,200**	**$ 41,200**	**$ 41,200**	**$ 41,200**	**$ 41,200**
EXPENDITURES								
Operating Expenses	51,673	149,857	42,884	250,000	150,000	153,000	156,000	159,100
Capital Outlay	1,526,648	244,259	370,476	1,940,000	-	-	-	-
	$ 1,578,321	**$ 394,116**	**$ 413,360**	**$ 2,190,000**	**$ 150,000**	**$ 153,000**	**$ 156,000**	**$ 159,100**

CAPITAL IMPROVEMENT FUND OVERVIEW

Financial Forecast Report

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	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
INTERGOVERNMENTAL								
State Receipts - Grants	67,500	-	-	2,047,155	-	-	-	-
SPECIAL ASSESSMENTS								
Special Assessments	36,504	23,251	36,759	36,000	36,000	36,000	36,000	36,000
PROCEEDS FROM THE SALE OF DEBT								
Proceeds	-	9,000,000	-	-	-	-	-	-
OTHER FINANCING SOURCES								
Transfers In	1,200,500	800,000	1,414,000	-	-	-	-	-
Other Revenue	-	147,641	-	685,185	-	-	-	-
	$ 1,304,504	**$ 9,970,892**	**$ 1,450,759**	**$ 2,768,340**	**$ 36,000**	**$ 36,000**	**$ 36,000**	**$ 36,000**
EXPENDITURES								
FUND EXPENSE								
Operating Expenses	-	-	11,974	50,000	-	-	-	-
Capital Outlay	50,950	25,873	-	600,000	-	-	-	-
Other Financing Uses	320,000	-	415,000	82,000	-	-	-	-
PUBLIC SAFETY								
Operating Expenses	-	-	-	-	-	-	-	-
Capital Outlay	52,698	-	-	-	-	-	-	-
POLICE								
Operating Expenses	23,489	388,707	128,181	-	-	-	-	-
Capital Outlay	-	1,950,813	6,284,367	150,000	-	-	-	-
FIRE								
Operating Expenses	-	8,577	-	50,000	-	-	-	-

Capital Outlay	37,052	130,350	374,657	300,000	-	-	-	-
PUBLIC WORKS								
Operating Expenses	107	34	47	50,100	-	-	-	-
Capital Outlay	818,871	102,401	217,590	1,943,764	-	-	-	-
	$ 1,303,166	**$ 2,606,755**	**$ 7,431,816**	**$ 3,225,864**	**$ -**	**$ -**	**$ -**	**$ -**

STORMWATER FUND OVERVIEW

Financial Forecast Report

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	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
CHARGES FOR SERVICES								
Special Assessments	2,428	2,590	1,397	1,390	1,390	1,390	1,390	1,390
Stormwater Charges	306,214	313,743	316,019	320,800	324,000	330,400	337,000	343,700
MISCELLANEOUS REVENUE								
Misc Revenue	-	-	-	-	-	-	-	-
OTHER FINANCING SOURCES								
Transfers In	-	-	160,000	200,000	-	-	-	-
Other	-	-	-	-	-	-	-	-
	$ 308,642	**$ 316,334**	**$ 477,415**	**$ 522,190**	**$ 325,390**	**$ 331,790**	**$ 338,390**	**$ 345,090**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
EXPENDITURES								
Personnel Services	170,437	149,292	131,732	173,250	176,700	180,200	183,800	187,500
Operating Expenses	99,039	92,428	124,061	317,150	217,150	221,400	225,800	230,300
Capital Outlay	41,860	42,705	185,765	210,000	-	-	-	-
	$ 311,335	**$ 284,426**	**$ 441,558**	**$ 700,400**	**$ 393,850**	**$ 401,600**	**$ 409,600**	**$ 417,800**

OTHER FUNDS OVERVIEW

INCOME TAX FUND - PUBLIC SAFETY

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ -	$ 1,499,462	$ 1,143,462	$ 591,306	$ 59,334	$ 309,934	$ 643,889	$ 1,065,989
Revenues	1,499,462	2,114,000	2,543,594	2,620,128	2,751,100	2,888,655	3,033,000	3,184,600
Expenditures	-	(2,470,000)	(3,095,750)	(3,152,100)	(2,500,500)	(2,554,700)	(2,610,900)	(2,674,100)
Cash Balance	$ 1,499,462	$ 1,143,462	$ 591,306	59,334	309,934	643,889	1,065,989	1,576,489
Encumbrances	-	-	-					
Unencumbered Cash Balance	**$ 1,499,462**	**$ 1,143,462**	**$ 591,306**	**$ 59,334**	**$ 309,934**	**$ 643,889**	**$ 1,065,989**	**$ 1,576,489**

INCOME TAX FUND - CAPITAL

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
Beginning Cash Balance	$ -	$ 642,627	$ 702,146	$ 1,574,164	$ 1,477,664	$ 930,064	$ 428,927	$ (17,873)
Revenues	642,627	906,000	1,090,112	1,071,700	1,125,300	1,181,565	1,240,600	1,302,600
Expenditures	-	(846,481)	(218,093)	(1,168,200)	(1,672,900)	(1,682,702)	(1,687,400)	(1,697,200)
Cash Balance	$ 642,627	$ 702,146	$ 1,574,164	1,477,664	930,064	428,927	(17,873)	(412,473)
Encumbrances	-	(427,034)	-					
Unencumbered Cash Balance	**$ 642,627**	**$ 275,112**	**$ 1,574,164**	**$ 1,477,664**	**$ 930,064**	**$ 428,927**	**$ (17,873)**	**$ (412,473)**

INCOME TAX FUND - PUBLIC SAFETY OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
LOCAL & STATE SHARED TAXES								
Municipal Income Tax	-	-	2,381,586	2,620,128	2,751,100	2,888,655	3,033,000	3,184,600
OTHER FINANCING SOURCES								
Transfers In	1,499,462	2,114,000	162,008	-	-	-	-	-
	$ 1,499,462	**$ 2,114,000**	**$ 2,543,594**	**$ 2,620,128**	**$ 2,751,100**	**$ 2,888,655**	**$ 3,033,000**	**$ 3,184,600**
EXPENDITURES								
POLICE								
Personnel Services	-	1,475,000	1,175,000	1,400,000	1,400,000	1,456,000	1,514,200	1,574,700
Other Financing Uses	-	-	445,750	452,100	450,500	448,700	446,700	449,400
FIRE								
Personnel Services	-	995,000	1,475,000	1,300,000	650,000	650,000	650,000	650,000
OTHER								
Capital Projects, As Neede	-	-	-	-	-	-	-	-
	$ -	**$ 2,470,000**	**$ 3,095,750**	**$ 3,152,100**	**$ 2,500,500**	**$ 2,554,700**	**$ 2,610,900**	**$ 2,674,100**

INCOME TAX FUND - CAPITAL OVERVIEW

Financial Forecast Report

Updated February 26, 2021

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 ESTIMATE	2023 ESTIMATE	2024 ESTIMATE	2025 ESTIMATE
REVENUES								
LOCAL & STATE SHARED TAXES								
Municipal Income Tax	-	-	1,020,680	1,071,700	1,125,300	1,181,565	1,240,600	1,302,600
OTHER FINANCING SOURCES								
Transfers In	642,627	906,000	69,432	-	-	-	-	-
	$ 642,627	**$ 906,000**	**$ 1,090,112**	**$ 1,071,700**	**$ 1,125,300**	**$ 1,181,565**	**$ 1,240,600**	**$ 1,302,600**
EXPENDITURES								
Operating Expenses	-	-	-	353,000	360,100	367,302	374,600	382,000
Capital Outlay	-	846,481	51,393	650,000	650,000	650,000	650,000	650,000
Other Financing Uses	-	-	166,700	165,200	162,800	165,400	162,800	165,200
OTHER								
Capital Projects, As Neede	-	-	-	-	500,000	500,000	500,000	500,000
	$ -	**$ 846,481**	**$ 218,093**	**$ 1,168,200**	**$ 1,672,900**	**$ 1,682,702**	**$ 1,687,400**	**$ 1,697,200**

CITY OF MONROE
2021 CAPITAL BUDGET
RECOMMENDED PROJECTS BY FUND

	FUNDING SOURCE	AMOUNT
TIF/RID FUNDS		
PUBLIC WORKS		
Lighting Improvements for Main St.	*SB4 for 2021 Revenue*	450,000
Gutter Replacement (Police & Strip Center)	*SB4 as of 12/31/2020*	30,000
Brine Machine	*SB4 as of 12/31/2020*	18,000
Excavator Trailer	*SB4 as of 12/31/2020*	14,000
Dump Cart	*SB4 as of 12/31/2020*	12,000
Asphalt Hot Box	*SB4 as of 12/31/2020*	25,000
ATV	*SB4 as of 12/31/2020*	20,000
State Route 63 & Lawton Avenue Improvements	*Grant, MVLT & State Hwy Funds, TIF Fund 2626, General Fund*	258,000
South Union Rd. Improvement Project - (Navigator Way to Nickel Road)	*Grant, Warren County reimb, General Fund*	450,000
TOTAL INCOME TAX - CAPITAL FUND		**$ 1,277,000**
INCOME TAX - CAPITAL FUND		
PUBLIC WORKS		
Annual Street Resurfacing - Asphalt Construction Cost	*Fund Cash*	550,000
Resurfacing - Concrete Rehabilitation	*Fund Cash*	100,000
PUBLIC SAFETY/POLICE		
Training Simulator Annual Capital Lease	*Fund Cash*	46,000
TOTAL INCOME TAX - CAPITAL FUND		**$ 696,000**
PARK IMPROVEMENT FUND		
Community Park - Furniture/Fixture/Equipment	*State Grant $40K/RID $50K*	90,000
Bicentennial Commons - Plaza Phase IB	*Bond Proceeds/Fund Cash*	1,850,000
Bicentennial Commons - Plaza Phase II Planning	*Fund Cash/General Fund*	100,000
Great Miami River Trail - Consulting & Land Acquisition	*General Fund/Cap Impr Fund*	100,000
TOTAL PARK IMPROVEMENT FUND		**$ 2,140,000**
CAPITAL IMPROVEMENT FUND		
GENERAL GOVERNMENT		
City Building Renovation - Engineering	*Bond Proceeds*	500,000
New Telephone System	*General Fund*	50,000
PUBLIC SAFETY/POLICE		
Police Dept Facility	*Bond Proceeds*	100,000
Chemical Agent/Gas Mask Replacement	*General Fund*	50,000
PUBLIC SAFETY/FIRE		
SCBA Replacement	*General Fund*	300,000
PUBLIC WORKS		

State Route 63 & Lawton Avenue Improvements	*Grant, MVLT & State Hwy Funds, TIF Fund 2626, General Fund*	1,173,000
South Union Rd. Improvement Project - (Navigator Way to Nickel Road)	*Grant, Warren County reimb, General Fund*	2,478,949
Large Plow Truck	*General Fund*	195,000
Mid-size Plow Truck	*General Fund*	155,000
	TOTAL CAPITAL IMPROVEMENT FUND	**$ 5,001,949**
WATER CAPITAL IMPROVEMENT FUND		
Mason Road Water Main Improvements	*Water Fund*	1,000,000
SR63 & Cincinnati-Dayton Rd Water Main	*Water Fund*	125,000
Dump Truck	*Water Fund*	120,000
Skid Loader	*Water Fund*	60,000
Excavator	*Water Fund*	80,000
Excavator Trailor	*Water Fund*	14,000
	TOTAL WATER CAPITAL IMPROVEMENT FUND	**$ 1,399,000**
WATER METER & READ SYSTEM REPLACEMENT FUND		
Gateway Installation/Meter Replacement	*Fund Cash*	100,000
	TOTAL WATER METER & READ SYSTEM REPLACEMENT FUND	**$ 100,000**
STORMWATER UTILITY FUND		
Brittany Heights Concrete & Storm Sewer Replacement	*General Fund*	210,000
Catch Basin Replacement	*Fund Cash (Operating)*	50,000
	TOTAL STORMWATER UTILITY FUND	**$ 260,000**
GRAND TOTAL ALL FUNDS		***9,596,949***

Project Name/Description	Priority	Total Cost	2021	2022	2023	2024
STREET PROJECTS						
Street Resurfacing (PW)	Recurring	$2,750,000	$550,000	$550,000	$550,000	$550,000
Concrete Rehabillitation (PW)	Recurring	$500,000	$100,000	$100,000	$100,000	$100,000
Downtown ADA Program (PW)		$300,000	$100,000	$50,000	$50,000	$50,000
South Union Rd. Improvement Project (PW) - (Navigator Way to Nickel Road)		$2,928,949	$2,928,949			
State Route 63 & Lawton (PW)		$1,431,000	$1,431,000			
Lighting Improvements for Main St. (PW)		$450,000	$450,000			
Butler-Warren Road Improvements (PW) - "unfunded"		$3,000,000		$1,500,000	$1,500,000	
Timrick Place Roadway Rehabilitation - unfunded		$340,000			$340,000	
S. Main Street Improvements (Mason Avenue to Stillpass Way)		$750,000				
Old Street Improvement		$500,000		$500,000		
SR63 Resurfacing		$300,000			$300,000	
Cin/Day Road Resurfacing		$500,000		$500,000		
Salzman/63 Intersection Improvements		$500,000			$500,000	
Todhunter/SR4 Traffic Signal		$250,000				$250,000
PARKS PROJECTS						
Community Park Play Equipment Replacement	Grant	$180,000	$90,000	$90,000		
Bicentennial Commons - Phase IB		$2,750,000	$1,850,000	$900,000		
Great Miami River Trail		$2,100,000	$100,000	$2,000,000		
Bicentennial Commons - Phase II		$2,100,000	$100,000	$2,000,000		
Bicentennial Commons - Entryway Sign & Other Ancillary Costs				$100,000		
Monroe Crossing Park Shelter & Play Equipment				$330,000		
Monroe Crossing Parking Expansion, Phase II		$400,000			$400,000	

SR63 Trail MC Blvd to Clark Blvd		$300,000			$300,000	
Rosemont Entrance Landscaping - *Unfunded*						
Monroe Crossings to Bicentennial Commons Trail Connection - *Unfunded*						
WATER PROJECTS						
Meter Gateway Installation/Meter Replacement	Recurring	$420,000	$100,000	$80,000	$80,000	$80,000
Mason Road Water Main Improvements		$1,000,000	$1,000,000			
SR63 & Cincinnati-Dayton Rd Water Main		$1,425,000	$125,000	$1,300,000		
Bridle Creek Drive Transmission Main				??		
"Mason Avenue Water Main and Resurfacing (Sands Avenue to Wyandot Woods)"		$175,000				$175,000
STORM WATER PROJECTS						
Brittany Heights Concrete & Storm Sewer Replacement (PW)		$210,000	$210,000			
Britton SR63 Storm Replacement		$30,000		$30,000		
Garver Road Storm Replacement		$30,000		$30,000		
FACILITIES PROJECTS						
Gutter Replacement (Police & Strip Center)		$30,000	$30,000			
Police Department Facility - *Continued from 2020*		$100,000	$100,000			
City Building Office Remodel - *Continued from 2020 bond*		$500,000	$500,000			
Concrete & Sidewalk Repair @ Station #3 South Main St (Fire)		$50,000		$50,000		
Generator @ Station #62 (Fire)		$70,000		$70,000		
Electronic Door Locks & Security Cameras (Fire)		$50,000			$50,000	
Storage Building (Fire)		$50,000			$50,000	
Bay Addition (Fire)		$200,000				$200,000
Parking Lot Resurfacing (Police & Strip Center)		$150,000		$150,000		
Lighting Improvements (Police & Strip Center)		$55,000		$55,000		

Facility Infrastructure Repair & Improvement (Police & Strip Center)		$105,000			$30,000	$45,000
Holman Avenue Public Works Expansion, Phase I		$6,200,000			$6,200,000	
Holman Avenue Public Works Expansion, Phase II		$750,000				$750,000
Holman Avenue Public Works Expansion, Phase III		$5,000,000				
VEHICLE/EQUIPMENT REPLACEMENT						
Training Simulator Capital Lease (Police)	Recurring	$239,538	$45,118	$46,472	$47,866	$49,302
New Telephone System (City Building)		$50,000	$50,000			
Department IT Infrastructure (Police) ***Added to operating	Recurring	$80,000	$15,000	$15,500	$16,000	$16,500
SCBA Replacement (Fire) - *Unfunded from 2020*		$300,000	$300,000			
Chemical Agent/Gas Mask Replacement (Police)		$100,000	$50,000	$50,000		
Dump Truck (PW - Water)		$120,000	$120,000			
Skid Loader (PW - Water)		$60,000	$60,000			
Excavator (PW - Water)		$80,000	$80,000			
Excavator Trailor (PW - Water)		$14,000	$14,000			
Brine Machine (PW - Street)		$18,000	$18,000			
Excavator Trailer (PW - Street)		$14,000	$14,000			
Dump Cart (PW - Street)		$12,000	$12,000			
Asphalt Hot Box (PW - Street)		$25,000	$25,000			
ATV (PW - Street)		$20,000	$20,000			
Large Plow Truck (PW - Street)		$195,000	$195,000			
Mid-size Plow Truck (PW - Street)		$155,000	$155,000			
Cardiac Monitor Replacement (Fire)		$39,318		$39,318		
Inflatable Rescue Boat (Fire)		$6,500				$6,500
EMS Transport Unit (Fire) - *10 yr replacement cycle*		$279,000				
Dispatch Radio Console Addition (Police)		$180,000		$90,000	$90,000	

ORDINANCE NO. 2021-08

AN ORDINANCE AUTHORIZING THE CITY TO PARTICIPATE IN COOPERATION WITH, AND REQUESTING THE WARREN COUNTY PORT AUTHORITY'S PARTICIPATION IN, THE REFUNDING OF PORT AUTHORITY DEVELOPMENT REVENUE BONDS ISSUED TO FINANCE PUBLIC IMPROVEMENTS FOR THE MONROE SPECIAL ASSESSMENT PROJECT; AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO COOPERATIVE AGREEMENT IN CONNECTION WITH SUCH REFUNDING; AND DECLARING AN EMERGENCY.

WHEREAS, on August 3, 2018, 17AC East of Senate, LLC, an Ohio limited liability company (the "Developer"), previously filed a petition (the "Original Petition") requesting that the City of Monroe, Counties of Butler and Warren, Ohio (the "City") levy certain special assessments described in the Petition (the "Special Assessments") on certain real property owned by the Developer and located in the City (the "Property"), in order to pay a portion of the costs of the acquisition, construction, installation, equipment, and improvement of certain public roads, sewers, drains, and water pipes, together with facilities and appurtenances necessary and proper therefor (the "Project"); and

WHEREAS, on October 15, 2018, the Developer filed an amended petition (the "Amended Petition" and, together with the Original Petition, the "Petition"), to describe the Property by metes and bounds and to confirm that any portion of the Property conveyed to the City in connection with the Project would not be subject to the Special Assessments; and

WHEREAS, pursuant to Chapter 727 of the Ohio Revised Code, on August 28, 2018, by its Emergency Resolution No. 51-2018 and on October 23, 2018 by its Emergency Ordinance No. 2018-28, the City approved the Original Petition and the Amended Petition, respectively; and

WHEREAS, pursuant to the Petition and Chapter 727 of the Ohio Revised Code, the City further adopted Emergency Ordinance No. 2018-29 on October 23, 2018 and levied the Special Assessments on the Property to finance a portion of the costs of the Project; and

WHEREAS, in connection with the Project, the City entered into a Cooperative Agreement (the "Cooperative Agreement") by and among the City, the Developer, the Warren County Port Authority (the "Authority"), and The Huntington National Bank, as Trustee (the "Trustee"), which Cooperative Agreement required, in part, that (a) the Authority issue certain revenue bonds to finance a portion of the Project; (b) the City levy the Special Assessments on the Property, assign the City's rights to and interests in the Special Assessments to the Authority, and transfer to the Trustee any Special Assessments received by the City; and (c) the Developer construct the Project as construction agent for the Authority and, upon completion, convey the Project to the City; and

WHEREAS, on November 9, 2018, the Authority issued its $2,685,000 Development Revenue Bonds (Ohio Communities Accelerator Fund), Series 2018D (Monroe Special Assessment Project) (the "Series 2018D Bonds"), payable from special assessments to finance a portion of the costs of the Project, the construction of which has since been completed by the Developer in accordance with the Cooperative Agreement; and

WHEREAS, in order to obtain a more favorable rate of interest and achieve interest cost savings with respect to the outstanding debt applicable to the Project, the Authority has proposed the issuance of special obligation development revenue bonds to be placed in the Ohio Communities Accelerator Bond fund managed by the Authority, the proceeds of which will be used to currently refund the outstanding Series 2018D Bonds; and

WHEREAS, in connection with such refunding, the City, the Authority, the Developer, and the Trustee desire to amend the Cooperative Agreement to ensure that any bonds issued by the Authority to currently refund the outstanding Series 2018D Bonds will be subject to the terms of the Cooperative Agreement, as amended.

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

SECTION 1: That this Council hereby requests that the Authority, in cooperation with the City, issue port authority revenue refunding bonds, payable solely from special assessments, to currently refund the Series 2018D Bonds (the "Refunding Bonds").

SECTION 2: That the City is hereby authorized to enter into the First Amendment to Cooperative Agreement (the "Amendment") in substantially the same form now on file with the Clerk of this Council, together with such changes that are not substantially adverse to the City. The execution of the Amendment by a duly authorized officer or officers of the City shall evidence conclusively that any such changes are not materially adverse to the City and that any conditions to its execution and delivery have been satisfied. This Council further authorizes and directs the City Manager, Finance Director, and all other City officials to execute and deliver the Amendment, and to enter into and execute and any all agreements, instruments, certificates, and other documents deemed necessary by legal counsel to the City and/or bond counsel for the timely issuance of the Refunding Bonds.

SECTION 3: That all authority granted under Emergency Resolution No. 51-2018 and Emergency Ordinance Nos. 2018-28 and 2018-29 (the "Prior Authorizing Legislation") remains in full force and effect as supplemented hereby and is hereby ratified and confirmed, and all actions taken on behalf of the City thereunder prior to the enactment of this Ordinance are hereby ratified and confirmed.

SECTION 4: That the obligations of the City under the Prior Authorizing Legislation and this Ordinance do not and shall not represent or constitute a debt or pledge of the full faith and credit or the taxing power of the City and no member of this Council, nor any other officer, official, employee, agent, or legal representative of the City, shall be liable personally for any obligations under the Prior Authorizing Legislation, this Ordinance, the Cooperative Agreement, the Amendment, or any other instruments, agreements or documents authorized, executed and delivered by the City under the Prior Authorizing Legislation or this Ordinance.

SECTION 5: That it is hereby 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 6: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety in the City in order to provide for the orderly refinancing of the public infrastructure improvements in the City as herein provided, including obtaining a favorable rate of interest and achieving interest cost savings, and it shall take effect immediately upon its adoption.

PASSED:____________________

ATTEST: APPROVED:

_________________________________ _________________________________

Clerk of Council Mayor

First Reading:_____________________

FIRST AMENDMENT TO
COOPERATIVE AGREEMENT

This FIRST AMENDMENT (the "First Amendment") is made and entered into as of [________], 2021, between the WARREN COUNTY PORT AUTHORITY, a port authority and political subdivision and body corporate and politic duly organized and validly existing under the laws of the State (the "Authority"), the CITY OF MONROE, OHIO, a municipal corporation and political subdivision duly organized and validly existing under the laws of the State and its Charter (the "City"), 17AC EAST OF SENATE, LLC, a limited liability company organized and validly existing under the laws of the State (together with its successors and assigns and subsequent owners of the Property, the "Developer"), and THE HUNTINGTON NATIONAL BANK, a national banking association duly organized and validly existing under the laws of the United States of America and authorized to exercise trust powers under the laws of the State as Trustee (the "Trustee" and, together with the Authority, the City, and the Developer, the "Parties"). Effective as of the date hereof, this First Amendment amends the Cooperative Agreement (the "Agreement") dated as of November 1, 2018, by and between the Authority, the City, the Developer, and the Trustee, under the circumstances summarized in the following recitals (the capitalized terms not defined herein shall have the meaning assigned to those terms in the Agreement):

RECITALS:

A. The Parties previously entered into the Agreement in connection with the Authority's issuance of its $2,685,000 Development Revenue Bonds (Ohio Communities Accelerator Fund), Series 2018D (Monroe Special Assessment Project) (the "Series 2018D Bonds") to finance a portion of the costs of the Developer's acquisition, construction, installation, equipment, and improvement of certain public roads, sewers, drains, water pipes, and related appurtenances and facilities located in the City (the "Project").

B. In order to obtain a more favorable rate of interest and achieve interest cost savings with respect to the outstanding debt applicable to the Project, the Authority has proposed, and the City has requested the Authority's assistance with, the issuance of special obligation development revenue bonds to be placed in the Ohio Communities Accelerator Fund, the proceeds of which will be used to currently refund the outstanding Series 2018D Bonds, together with any additional refunding bonds thereof.

C. Because the Agreement did not contemplate the refunding of the Series 2018D Bonds, the Parties desire to enter into this First Amendment to ensure that any bonds issued by the Authority to currently refund the outstanding Series 2018D Bonds will be subject to the terms of the Agreement, as amended by this First Amendment.

D. The Authority, the City, the Developer, and the Trustee each has full right and lawful authority to enter into this First Amendment and the Agreement, as amended by this First Amendment, and to perform and observe the provisions hereof on its respective part to be performed and observed.

E. Pursuant to the terms of the Indenture, the Trustee and Cuyahoga River Capital, LLC, a limited liability company organized and validly existing under the laws of the State and the sole holder of the Series 2018D Bonds (the "Bondholder"), have been notified of and consent to the changes contemplated herein.

NOW THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the Parties agree as follows (provided that any obligation of the Authority created by or arising out of the Agreement, as amended by this First Amendment, shall never constitute a general debt of the Authority or give rise to any pecuniary liability of the Authority but shall be payable solely out of the Pledged Revenues available to the Authority; and provided further that any obligation of the City to make Financing Payments or other payments under the Agreement, as amended by this First Amendment, shall never constitute a general debt of the City or give rise to any pecuniary liability of the City but shall be payable solely from the Assigned Special Assessments):

Section 1. Amendment to Agreement. The Agreement is hereby amended such that any reference in the Agreement to the Series 2018D Bonds shall be deemed to include any bonds issued by the Authority to currently refund the outstanding Series 2018D Bonds, as well as any additional refunding bonds thereof.

Section 2. Remaining Provisions. The Parties agree that all other provisions of the Agreement remain in full force and effect except to the extent specifically amended herein.

Section 3. Consent of Parties. Pursuant to the terms of the Indenture, the Trustee and the Bondholder have been notified of and hereby consent to the execution and delivery of this First Amendment.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have caused this First Amendment to be duly executed in their respective names, all as of the date first hereinbefore written.

WARREN COUNTY PORT AUTHORITY

By:___________________________________
Martin Russell, Executive Director

CITY OF MONROE, OHIO

By:___________________________________
William J. Brock, City Manager

17AC EAST OF SENATE, LLC

By:___________________________________

THE HUNTINGTON NATIONAL BANK, as Trustee

By:___________________________________
Cheri Scott Geraci, Vice President

IN WITNESS WHEREOF, Cuyahoga River Capital, LLC, as the sole holder of the Series 2018D Bonds, hereby consents to the terms of this First Amendment as of the date first above written.

CUYAHOGA RIVER CAPITAL, LLC

By:________________________________
Ryan C. Stefan, President

AUTHORITY FISCAL OFFICER'S CERTIFICATE

The undersigned, fiscal officer of the Authority, hereby certifies that the moneys required to meet the obligations of the Authority during the year 2021 under this First Amendment to the Cooperative Agreement have been lawfully appropriated by the Board of Directors of the Authority for such purposes and are in the treasury of the Authority or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

____
Tiffany Zindel, Treasurer
Warren County Port Authority

Dated: ___________, 2021

CITY FISCAL OFFICER'S CERTIFICATE

The undersigned, fiscal officer of the City, hereby certifies that the moneys required to meet the obligations of the City during the year 2021 under this First Amendment to the Cooperative Agreement have been lawfully appropriated by the Council of the City for such purposes and are in the treasury of the City or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Sections 5705.41 and 5705.44, Ohio Revised Code.

Dated: __________, 2021

____

Finance Director
City of Monroe, Ohio

ORDINANCE NO. 2021-09

AN ORDINANCE AUTHORIZING THE EXTENSION OF THE EXISTING CONTRACT WITH RUMPKE THROUGH JANUARY 31, 2023, AND AMENDING SECTION 1060.03(A) OF THE CODIFIED ORDINANCES TO INCREASE THE RATE CHARGED FOR GARBAGE AND TRASH COLLECTION TO $18.48.

WHEREAS, Council previously authorized an extension of the existing contract with Rumpke for one year through January 31, 2022; and

WHEREAS, Council desires to authorize a two year extension of the existing contract with Rumpke to take advantage of the rates offered as part of the Southwest Ohio Refuse Consortium; and

WHEREAS, trash collection fees have not been increased since 2006; and

WHEREAS, the charge to the City for trash collection has increased resulting in the risk of a negative fund balance if the rate for trash collection is not increased.

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

<u>SECTION 1</u>: Council hereby authorizes a two year extension of the existing contract with Rumpke through January 31, 2023.

<u>SECTION 2</u>: Section 1060.03(a) of the Codified Ordinances is hereby amended to read as follows:

"(a) The rate charged for garbage and trash collection shall be $18.48 per customer (or unit) per month beginning May 1, 2024."

<u>SECTION 3</u>: 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:___________________

CITY OF MONROE OHIO

FINANCE DEPARTMENT

To: City Council

From: Karen R. Ervin, Director of Finance

Date: March 5, 2021

Subject: Garbage Fund – Increase of Monthly Trash Rate

Summary of Proposal

The Garbage Fund will show a deficit fund balance by the end of FY 2021 if we leave trash rates at their current level during this budget year. As such, City Council should consider increasing the current monthly trash rates.

Background

The total trash and recycling rate charged by the City of Monroe to its residents is currently $13.50 per month per residential unit. **This rate has not increased since February 1, 2006**.

On February 1, 2018, the City of Monroe entered into a 3-year agreement with Rumpke of Ohio, Inc. for the collection, transportation, and delivery for disposal or processing of solid waste and/or recyclable materials. The contract also provided two single year extensions.

Following are the amounts agreed upon in the 2018 contract.

	Year 1 (Feb 2018)	**Year 2 (Feb 2019)**	**Year 3 (Feb 2020)**	**Year 4 – Ext (Feb 2021)**	**Year 5 – Ext (Feb 2022)**
Solid Waste Collection	$10.00	$10.00	$10.00	$10.40	$10.82
Recyclables Collection	$4.00	$4.00	$4.00	$4.16	$4.33
Butler County Fee	$0.06	$0.06	$0.06	$0.06	$0.06
Total	**$14.06**	**$14.06**	**$14.06**	**$14.62**	**$15.21**

***There is also a fuel surcharge of $0.08 per unit per month

NOTE: The Southwest Ohio Regional Refuse Consortium performed a bid request for trash services for 2021 rates, and Rumpke's current bid rate was $14.60, not including the additional Butler County fee.

Issues

1. As of January 1, 2021, the Garbage Fund has a beginning fund balance of $155,211. Using the average revenue and expenditures over the last three years, without accounting for any increases to revenues or expenditures, the General Fund will show a negative fund balance at the end of fiscal year 2021.

2. As of December 2020, we had 4,874 trash accounts. This should have generated approximately $790,000. However, we only received around $776,000. This is approximately a 2% delinquency rate, which will eventually catch up in special assessments but must be managed until then.

Possible Options

1. *Slight Increase in Extension Year 1 + Large Increase in Extension Year 2*

   - Rationale:
     - Year 1 - Increase to New Charge Rate plus 2% Delinquent Contingency (10.4% City rate increase)
     - Year 2 - Increase in Extension Year 2 to Provide 3-Month Carryover Fund Balance (44.8% City rate increase)
   - Increase per Year:
     - Year 1 - $13.50 per month per account to **$14.91** per month per account
     - Year 2 - $14.91 per month per account to **$21.59** per month per account

#1

   - Increase Totals:
     - Year 1 = **$1.41** per month per customer or $16.92 per year
     - Year 2 = **$6.68** per month per customer or $80.16 per year
   - Year-end Result:
     - Year 1 - This uses some remaining fund balance, but leaves approximately $36,600 remaining (assuming full collections & that appropriations do not vary)
     - Year 2 - This increases the ending fund balance to approximately $255,000 which accounts for approximately three months of expenditures
   - **Total 2-year cost to resident: $438.00**

2. *Large Increase in Extension Year 1 + No Increase in Extension Year 2*

   - Rationale:

- Year 1 - Increase to provide 3-month carryover fund balance (36.9% City rate increase)
- Year 2 – No increase

#2

- Increase per Year:
  - Year 1 - Increase $13.50 per month per account to **$18.48** per month per account
  - Year 2 – No increase
- Increase Totals:
  - Year 1 = **$4.98** per month per customer or $59.76 per year
  - Year 2 = No increase
- Year-end Result:
  - Year 1 - This increases the ending fund balance to approximately $241,300 which accounts for approximately three months of expenditures
  - Year 2 - This increases the ending fund balance to approximately $289,177 which is still slightly higher than three months of expenditures
- **Total 2-year cost to resident: $443.52**

3. *2-Year Tiered Increase to Rates (Increase spread over 2 years)*

#3

- Rationale: Split the cost needed to increase the ending fund balance to approximately three months of expenditures equally over two years
- Increase per Year:
  - Year 1 - Rates increase from $13.50 to **$16.50** per month per account
  - Year 2 - Rates increase from $16.50 to **$19.90** per month per account
- Increase Totals:
  - Year 1 = **$3.00** per month per customer or $36.00 per year
  - Year 2 = **$3.40** per month per customer or $40.80 per year
- **Total 2-year cost to resident: $436.80**

2020 REFUSE-RECYCLING LOCAL JURISDICTIONS RATE COMPARISON

Municipality/Village/Township	Contact	Phone	email	Refuse-Recycling Provider	Cost Per Month	Pick-up Schedule	Waste Container Size	Recycling Yes/No Container Size	Madatory Recycling	Yearly Rate Incrase %	Any Additional Comments
City of Lebanon	Darren Owens	513.228.3701	dowens@leabnonohio.gov	Rumpke	$19.47	Weekly	80 Gal.	Yes - Up to - Two 18 gal. Bins provided at no cost	No	Goal is to match yearly contract increae per bid (3 to 5%)	Additional 80 gal. 2-wheel trash container provided for a one time cost of $80.00. Additional 18 gal. recycle bin provided at $10.00 per bin.
Village of South Lebanon	Jerry Haddix	513.770.4871	jhaddix@southlebanonohio.org	Rumpke	$18.50	Weekly	95 gal	Yes-18 gal bin or 65 gal bin	No	3%	Rumpke provides dumpsters for 2 cleanup days/year at no charge
Corwin	Scott Fitzsimmons	(937) 557-1116	villagecorwinclerk@gmail.com	Rumpke	$18.49	Weekly	96 Gal	65 Gal	Yes	Best Bid	Monthly cost covers both trash and recycle.
City of Centerville	Roger Dawson	937-428-4728	rdawson@centervilleohio.gov	City of Centerville	$18.00	Weekly	96 Gal.	Yes - 64 Gallon container provided at no cost.	No	No annual rate increase	Additional 96 Gallon trash container provided for an additional $5/month. Additional 64 Gal. recycle container, or swith to a single 96 gallon recycle container at no additional charge.
CITY OF FRANKLIN	Steve Inman	937-746-5001	sinman@franklinohio.org	Rumpke	$17.71	Weekly	96 Gal - $ 1.50/tote not mandatory	YES - 65 Gal	No	We have 3 year contract / 2.5% increase	Our Admin fee is $2.71 - 15.00 + 2.71 = 17.71
Village of Morrow	Tina Powell	513.899.2821	tina.powell@vil.morrow.oh.us	Rumpke	$17.23	Weekly	app. 75 gallons (Rumpke trash wheelers) can get 1 or 2	Yes -one wheeler or one small red bin. Bins provided at no cost.	No	Council looks at this yearly and will determine if needed or not.	This is based on a bi-monthly bill.
Village of Waynesville	Jamie Morley	513-897-8015	jmorley@waynesville-ohio.org	Rumpke	$16.00	Weekly	80 Gal.	Yes - Small Red Bin or large green cart	No	Rate to increase to $16.59 May 2021. Charge $.50 over contract price which is about 3%-5% over	Additional 80 Gal container is $3.00 more a month
City of Mason	Jenna Hurley	513-229-8500	jhurley@masonoh.org	Rumpke	$15.68	weekly	65 gallon	yes - 65 gallon	Yes	3%	while Rumpke bid charges the city $14.83 (2020) for once per week residential waste and recycling pick up, the City **charges residents $15.68 per month** to make up for the administrative costs of the service. Technically residents do not have to recycle but they are charged the recycling rate either way because the waste and recycling fee is combined
City of Springboro	Elmer Dudas	937-748-4365	elmer@cityofspringboro.com	Rumpke	$15.50	Weekly	96 Gal	Yes/96 gal	No	Not at this time	First 5 years of contract with no increases
City of Monroe	Dawn Levandusky	513-539-7374	levanduskyd@monroeohio.org	Rumpke	$13.50	Weekly	96 Gal.	Yes	No	N/A, however we are due for a rate analysis	The resident goes direct with Rumpke to coordinate the 96 gallon toter rental

CITY OF MONROE

Rules of Council

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B. Meetings.

1. *Special Meetings:* Council shall hold such special meetings as may be found necessary. Such meetings will be called by the Clerk of Council upon the request of the Mayor or two or more members of Council. Any such vote or request for the calling of a special meeting shall state the subject or subjects to be considered there at, and no other subject or subjects shall be discussed except upon the approval of three or more members of Council in attendance at such special meeting. Twenty-four hours notice in writing of such special meeting shall be prepared by the Clerk and delivered to all members of Council and the Manager, and the news media shall be given at least twenty-four hours advance notice. In the event of an emergency requiring immediate official action, the news media shall be contacted as soon as the time and place of the meeting is known and Council members shall sign that they have agreed to waive the twenty-four hour notice requirement.

2. *Advance Notification:* Any person may, upon request to the Clerk of Council and payment of a reasonable fee to be established by Council, obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed. The exact provisions of such notification shall be established by Council by motion.

3. *Posting:* This rule shall be permanently posted in the Municipal Building.

C. The Chair, Powers and Duties

1. *Roll Call:* The Mayor shall take the chair at the hour appointed for Council to meet and shall immediately call the meeting to order. The roll shall be called by the Clerk, who shall enter into the Minutes of the Meeting the names of the members present. In the absence of a quorum at the time appointed for a meeting, the members present may, by a majority vote, take a recess or recesses and direct the Clerk to procure the attendance of absent members.

2. *Temporary Chairman:* In the absence of the Mayor, the Vice Mayor shall call the meeting to order and chair the meeting. In the absence of both the Mayor and Vice Mayor, the Clerk or Clerk Pro-tem shall call the Council meeting to order and call the

roll. If a quorum is found to be present, Council shall proceed to elect, by a majority vote, a temporary chairman for the meeting.

3. *Appeals from Decision of the Chair:* The Chair shall preserve decorum and decide all questions of order subject to appeal to Council. In case of an appeal from a ruling of the Chair, the question shall be: "Shall the decision of the Chair stand as the decision of Council?" If a member transgresses the Rules of Council, the Chair shall call him to order, in which case he shall relinquish the floor, unless permitted to explain.

4. *Votes:* All questions shall be stated by the Chair. In case of a roll call vote, the roll call shall be taken by the Clerk. Upon completion of the roll call, the Clerk shall announce the results by stating the total in favor of the question and the total opposed to the question. The result of viva voce votes shall be declared by the Chair without reference to the Clerk. Where the results of a viva voce vote is in doubt, the Chair may, and on the demand of any member shall, call for a roll call vote. It shall not be in order for members to explain their votes during the call of the roll.

5. *Presiding Officer Leaving Chair:* The presiding officer at a meeting may call any other member to take his place in the Chair, but the substitution shall not extend beyond adjournment. By presiding officer is meant either Mayor, Vice Mayor, or a temporary chairman.

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1. *Seating Arrangement:* Seats in the Council Chamber shall be arranged at the discretion of the Mayor.

2. *Addressing the Chair:* Members, when about to speak to a question or make a motion, shall address the Chair as "Mayor", who shall pronounce the name of the member entitled to the floor. Members addressing Council shall confine themselves to the question under debate and avoid personalities.

3. *Limitation on Debate:* No member shall be allowed to speak more than once upon any one subject until every member choosing to speak shall have spoken, nor more than twice upon the same subject, nor for a longer time than three minutes each, without leave of Council as expressed by a majority vote of the members present.

4. *Voting:* Council shall vote in rotation, (starting with a different member for each vote) each member voting by use of the word "yea" or "nay" or "yes" or "no". Any member who abstains from voting shall be deemed to have voted with the majority on the issue at hand, unless said member was prohibited from voting by the provisions of the Ohio Revised Code, Section 733.78, or was compelled to abstain by circumstances which in his opinion and the opinion of the remaining members of Council give rise to a conflict of interest.

5. *Division of a Question:* On demand of any member, a question under consideration which covers two or more points, shall be divided where the question admits of such division.

6. *Personal Privilege:* The right of a member to address the Council on a question of personal privilege shall be limited to cases in which his integrity, character, or motives are assailed, questioned, or impugned.

7. *Dissents and Protests:* Any member shall have the liberty to dissent from or protest against any Council ordinance, resolution, or decision and have the reason or reasons thereof entered upon the journal. Such dissent may be made in writing, in respectful language, and presented to Council not later than the next regular meeting following that of the passage of such ordinance, resolution or decision.

8. *Demand for Roll Call:* Any member may demand a roll call vote upon any question before Council at any time before the decision on said question is announced by the Chair.

9. *Excusal from Attendance:* Members who will be absent from a Council meeting shall notify the Mayor, Clerk of Council or Manager of such absence as soon as possible prior to such meeting. (Reference Section 4.06 of the Charter of Monroe) Absences reported shall be brought before Council for approval and inclusion in Council minutes.

10. *Excusal During Meeting:* No member shall be excused while Council is in session except upon permission of the Chair.

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1. Upon motion of any Council member, the order of business at any meeting may be altered by affirmative vote of a majority of the members present. The Clerk shall prepare the Meeting Agenda and make available to each Council member and the Manager, copies thereof, along with copies of items of business filed by Council members, ordinances, resolutions, petitions, correspondence, reports, or any other item placed on the meeting agenda. These packets will be made available to each member not later than 24 hours prior to said meeting. Deadline for filing of agenda items shall be no later than 12:00 noon on the Friday prior to the meeting, unless otherwise approved. Copies of the Agenda will be available in the Council Chambers for the use of visitors. The order of business at meetings of Council shall be in accordance with the Agenda as follows:

    a) Roll Call to determine presence of a quorum and excused absence of those not in attendance.

    b) Approve Minutes of Prior Meetings. Reading of minutes of the previous Council meeting may be dispensed with if each Council member has been provided with a copy of the minutes at least 24 hours prior to the meeting. Otherwise, the minutes of the previous Council meeting shall be read by the Clerk.

c) Receive Visitors. Any items brought before Council by a citizen, of an administrative nature, shall be referred to the Manager for a report at the next regular meeting. Any matter of a policy nature shall be placed on the agenda of the next regular Council meeting. Visitors desiring to address City Council must complete a visitors card and submit the card to the Clerk prior to the beginning of the meeting. Comments are limited to three (3) minutes. Large groups are encouraged to select no more than three spokespersons.

d) Committee Reports. Following roll call and the approval of the minutes of the preceding meeting, the business of regular meetings shall commence with reports of standing committees of Council. At special meetings the purpose named in the call shall have precedence over any other business.

e) Old Business. Old business shall consist of any legislation or other previously discussed items which have not been addressed previously in the meeting and shall commence at the point where the order of business at the preceding meeting was interrupted by the adjournment.

f) Proposed Legislation. Proposed legislation shall be presented for consideration of Council action.

g) New Business. New business includes correspondence, emergency legislation, reports and communication introduced for the first time from Council members, the Manager, the Clerk, and other municipal officials.

h) Administrative Reports. Administrative reports shall include those from the Manager, Treasurer, Law Director, etc.

i) Adjournment. Adjournment shall be done by the proper vote.

F. Motions

1. *Passage of Motions:* When a motion is made it shall be stated by the Chair before debate. Any member may demand that it be reduced to writing. A motion shall not be withdrawn by the mover without the consent of Council. A motion must be seconded in order to be brought to a vote and the motion shall be deemed passed if it receives the affirmative vote of a majority of the members of Council per Section 7.06 of the Charter of Monroe.

2. *Order of Procedure:* When a question is before Council, no motion shall be entertained except for the following:

a) To adjourn.
b) To lay on the table.
c) The previous question.

d) To postpone to a certain time.
e) To refer.
f) To amend.
g) To postpone indefinitely.

Said motions shall have precedence in the foregoing order.

3. *Motion to Adjourn:* Motion to adjourn shall be in order at any time except as follows:

a) When repeated without intervening business or discussion.
b) When made while another member is speaking.
c) When the previous question has been ordered.
d) While a vote is being taken.

A motion to adjourn is not debatable, except as to time to which the meeting is adjourned.

4. *Motion to Lay on the Table:* A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If motion prevails, the consideration of the subject may be resumed upon motion of a member voting with the majority and the consent of the majority of the members present.

5. *Previous Question:* The previous question shall be stated in these words: "Shall debate now close?" The motion shall pass if a majority of the members present shall favor it. If the said motion is ordered, there shall be no further amendment or debate, but the question shall be put immediately.

6. *Motion to Postpone:* Motions to postpone may be amended as to time, excepting a motion to postpone indefinitely. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.

7. *Motion to Amend:* A motion to amend shall be susceptible of but one amendment. An amendment once rejected may not be moved again in the same form.

8. *Motion to Suspend Rules:* Except as provided in Section 7.05 of the Charter of Monroe, all other rules contained herein may be suspended by a majority of members of Council present without debate.

9. *Motion to Reconsider:* A motion to reconsider a proposal that has been acted upon favorably must be made before adjournment of the session of Council at which the vote was taken. A motion to reconsider any other action taken by Council may be made not later than the next regular meeting after the vote of Council thereon. In either case such motion may be made only by a member who voted with the prevailing side. The concurrence of a majority of the members present shall be sufficient for reconsideration of a vote. If a motion to reconsider is lost, it shall not be entertained again.

10. *Motion to Pass Ordinance or Resolution:* Each ordinance or resolution is required to be read fully and distinctly on two separate days unless the Council, by motion, suspends the requirement that it be read on two separate days and authorizes its adoption on the first reading. In addition, Council may also authorize by motion that the ordinance or resolution be read by title only. Each of these motions to suspend the rule must be separately stated and a separate vote must be taken on each motion. In a non-emergency situation, the ordinance or resolution will then go into effect 30 days after it has been passed. In the case of an emergency ordinance or resolution where the rules have been suspended, it will take effect immediately. Each motion requires the vote of five members of Council. Suggested statement of motion is as follows:

   a) "I move to dispense with the reading of the (ordinance or resolution) on two separate days and authorize adoption on the first reading." (This motion may be made by the Chair or any other member of Council.)

   b) "I move that the (ordinance or resolution) be read by title only." (This motion may be made by the Chair or any other member of Council.)

   c) "I move for adoption of the (ordinance or resolution)."

G. Standing Committees

In order to facilitate the functioning of Council and to coordinate Council's operations with the Manager and administration, the following committees of Council are hereby established with their respective areas of responsibility. These committees are intended to complement and not conflict with the duties of the Manager and the administration as developed in the Charter. All committees are developed to assist the administration and to provide Council with information regarding the functions of the City.

1) Public Works Committee. One Member of the Public Works Committee shall also be the Council liaison to the Park and Recreation Board. The Public Works Committee shall be responsible for:
   a. Review of the utilities of the City, including presentation of any legislation pertaining to the Utility Department;
   b. Providing information to Council on the condition of City utilities;
   c. Review and development of improvement projects relating to City utilities;
   d. Review and development of long range utility plans for the City;
   e. Review of all street improvement and maintenance programs;
   f. Provide recommendations to Council regarding the maintenance and improvement programs for streets, including budget recommendations;
   g. Development and implementation of a master street improvement program. This function shall include the priority, type of work necessary, and method of financing;
   h. Review all Park use rules and regulations;
   i. Development and implementation of a park Development and Open Spaces Master Plan. This function shall include the priority and method of financing;
   j. Review of all Cemetery rules and regulations; and

k. Review of the Storm Water Master Plan.

2) Finance Committee. The Finance Committee shall be responsible for:
   a. Review of budget and appropriation ordinances;
   b. Presentation of all budget and appropriation ordinances to Council;
   c. Reporting the financial condition of the City to Council with any recommendations toward the improvement of the City financial condition;
   d. Developing recommendations to Council regarding the financing of any capital improvement projects; and
   e. Review all rates and fees charged by the City, including, but not limited to, rates for water, sewer service, storm water, trash collection, street lights, and miscellaneous permits and licenses; and
   f. Providing Council with recommendations for any rate or fee increases.
3) Administrative Liaison Committee. The Mayor shall serve as the only member of the Administrative Liaison Committee. The Administrative Liaison Committee shall be responsible for:
   a. Providing general contact with the City Manager and providing such assistance to the Manager in any areas when specifically requested by the Manager; and
   b. Providing contact between Council, the Board of Zoning Appeals, and the Personnel Board.
4) Technology Committee. The Technology Committee shall be responsible for:
   a. Review of emerging technology and how such technology can be implemented for the betterment of business and residential community, as well as, the operation of the City. Review may include, but not be limited to, cable television upgrades, wireless, fiber optic, satellite services, and cell based services; and
   b. Review of website design and development with specific direction towards "E-Government" and "E-Business."
5) Public Involvement Committee. The Public Involvement Committee shall be responsible for:
   a. Directing of special events of the City; and
   b. Public Art Festivals, Events, etc.
6) Public Safety Committee. The Public Safety Committee shall be responsible for:
   a. Review and make recommendations concerning the operation of the Departments of Fire and Police.

Temporary Committees. Council may from time to time, by motion, appoint a temporary committee for involvement in a certain project that does not fall under the duties of the committees set forth above.

H. Record of Council Proceedings

1. The Clerk of Council shall maintain a written record of all meetings of Council which shall be approved at the following regular meeting.

2. In order to assist the Clerk in reviewing the proceedings and maintaining the record of Council meetings, tape recordings shall be taken and maintained for a period of two years.

I. Miscellaneous

1. *Procedure in Absence of Rule:* In the absence of a rule to govern a point of procedure, reference shall be made to the approved practice in the current Roberts Rules of Order.

2. *Decorum in Council Chambers:* The Chair shall maintain decorum in Council Chambers during sessions. Persons, other than members of Council, Municipal officials, and members of the press shall not be permitted upon the floor of the Council, or to address Council, except upon introduction by the Chair or a member of Council. If anyone, other than a Municipal Official, desires to speak to a member of Council while it is in session the member, if agreeable to the request, shall leave his seat and retire to the rear of the Council Chambers or elsewhere until the conversation is finished.

3. *Amending Rules:* A majority vote is required to alter, amend, rescind, or supplement these Rules. Any proposed alterations, amendments, or supplements shall be submitted in writing at a regular meeting and placed on the agenda for the next regular meeting under the order of New Business. By unanimous recorded vote of all sworn members of Council, such proposed alterations, amendments or supplements may be adopted at the meeting at which the same are submitted.

4. *Law Director:* The Law Director shall, when requested by a member of Council, give a verbal opinion on any question of law concerning Municipal affairs, in open Council, but he may if he deems the matter of importance, take a reasonable time to submit his opinion in writing.

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f) ~~Proposed Legislation. Proposed legislation shall be presented for consideration of Council action.~~

g) New Business. New business includes <u>proposed legislation or motions for consideration of Council action</u>~~correspondence, emergency legislation, reports and communication introduced for the first time from Council members, the Manager, the Clerk, and other municipal officials~~.

h) Administrative Reports. Administrative reports shall include <u>correspondence, reports, and communication </u>~~those~~ from the Manager, <u>Clerk, or Department Heads</u>~~Treasurer, Law Director, etc~~.

i) Adjournment. Adjournment shall be done by the proper vote.

F. <u>Motions</u>

1. *<u>Passage of Motions</u>:* When a motion is made it shall be stated by the Chair before debate. Any member may demand that it be reduced to writing. A motion shall not be withdrawn by the mover without the consent of Council. A motion must be seconded in order to be brought to a vote and the motion shall be deemed passed if it receives the affirmative vote of a majority of the members of Council per Section 7.06 of the Charter of Monroe.

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a) To adjourn.
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b) When made while another member is speaking.
c) When the previous question has been ordered.
d) While a vote is being taken.

A motion to adjourn is not debatable, except as to time to which the meeting is adjourned.

4. *Motion to Lay on the Table:* A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If motion prevails, the consideration of the subject may be resumed upon motion of a member voting with the majority and the consent of the majority of the members present.

5. *Previous Question:* The previous question shall be stated in these words: "Shall debate now close?" The motion shall pass if a majority of the members present shall favor it. If the said motion is ordered, there shall be no further amendment or debate, but the question shall be put immediately.

6. *Motion to Postpone:* Motions to postpone may be amended as to time, excepting a motion to postpone indefinitely. If a motion to postpone indefinitely is carried, the principal question shall be declared lost.

7. *Motion to Amend:* A motion to amend shall be susceptible of but one amendment. An amendment once rejected may not be moved again in the same form.

8. *Motion to Suspend Rules:* Except as provided in Section 7.05 of the Charter of Monroe, all other rules contained herein may be suspended by a majority of members of Council present without debate.

9. *Motion to Reconsider:* A motion to reconsider a proposal that has been acted upon favorably must be made before adjournment of the session of Council at which the vote was taken. A motion to reconsider any other action taken by Council may be made not later than the next regular meeting after the vote of Council thereon. In either case such motion may be made only by a member who voted with the prevailing side. The

concurrence of a majority of the members present shall be sufficient for reconsideration of a vote. If a motion to reconsider is lost, it shall not be entertained again.

10. *Motion to Pass Ordinance or Resolution:* The reading and passage of e~~E~~ach ordinance or resolution shall be made pursuant to the Charter. ~~is required to be read fully and distinctly on two separate days unless the Council, by motion, suspends the requirement that it be read on two separate days and authorizes its adoption on the first reading. In addition, Council may also authorize by motion that the ordinance or resolution be read by title only. Each of these motions to suspend the rule must be separately stated and a separate vote must be taken on each motion.~~ In a non-emergency situation, the ordinance or resolution will then go into effect 30 days after it has been passed. In the case of an emergency ordinance or resolution where the rules have been suspended, it will take effect immediately. ~~Each motion requires the vote of five members of Council.~~ Suggested statement of motion for emergency legislation is as follows:

a) "I move to suspend the rule requiring ~~dispense with~~ the reading of the (ordinance or resolution) on two separate days and authorize adoption on the first reading." (This motion may be made by the Chair or any other member of Council.)

b) "I move that the (ordinance or resolution) be read by title only." (This motion may be made by the Chair or any other member of Council and may be combined with the motion listed in subsection a) above.)

c) "I move for adoption of the (ordinance or resolution)."

G. Standing Committees

In order to facilitate the functioning of Council and to coordinate Council's operations with the Manager and administration, the following committees of Council are hereby established with their respective areas of responsibility. These committees are intended to complement and not conflict with the duties of the Manager and the administration as developed in the Charter. All committees are developed to assist the administration and to provide Council with information regarding the functions of the City.

1) Public Works Committee. One Member of the Public Works Committee shall also be the Council liaison to the Park and Recreation Board. The Public Works Committee shall be responsible for:
   a. Review of the utilities of the City, including presentation of any legislation pertaining to the Utility Department;
   b. Providing information to Council on the condition of City utilities;
   c. Review and development of improvement projects relating to City utilities;
   d. Review and development of long range utility plans for the City;
   e. Review of all street improvement and maintenance programs;
   f. Provide recommendations to Council regarding the maintenance and improvement programs for streets, including budget recommendations;
   g. Development and implementation of a master street improvement program. This function shall include the priority, type of work necessary, and method of financing;

h. Review all Park use rules and regulations;
i. Development and implementation of a park Development and Open Spaces Master Plan. This function shall include the priority and method of financing;
j. Review of all Cemetery rules and regulations; and
k. Review of the Storm Water Master Plan.

2) Finance Committee. The Finance Committee shall be responsible for:
   a. Review of budget and appropriation ordinances;
   b. Presentation of all budget and appropriation ordinances to Council;
   c. Reporting the financial condition of the City to Council with any recommendations toward the improvement of the City financial condition;
   d. Developing recommendations to Council regarding the financing of any capital improvement projects; and
   e. Review all rates and fees charged by the City, including, but not limited to, rates for water, sewer service, storm water, trash collection, street lights, and miscellaneous permits and licenses; and
   f. Providing Council with recommendations for any rate or fee increases.
3) Administrative Liaison Committee. The Mayor shall serve as the only member of the Administrative Liaison Committee. The Administrative Liaison Committee shall be responsible for:
   a. Providing general contact with the City Manager and providing such assistance to the Manager in any areas when specifically requested by the Manager; and
   b. Providing contact between Council, the Board of Zoning Appeals, and the Personnel Board.
4) Technology Committee. The Technology Committee shall be responsible for:
   a. Review of emerging technology and how such technology can be implemented for the betterment of business and residential community, as well as, the operation of the City. Review may include, but not be limited to, cable television upgrades, wireless, fiber optic, satellite services, and cell based services; and
   b. Review of website design and development with specific direction towards "E-Government" and "E-Business."
5) Public Involvement Committee. The Public Involvement Committee shall be responsible for:
   a. Directing of special events of the City; and
   b. Public Art Festivals, Events, etc.
6) Public Safety Committee. The Public Safety Committee shall be responsible for:
   a. Review and make recommendations concerning the operation of the Departments of Fire and Police.

Temporary Committees. Council may from time to time, by motion, appoint a temporary committee for involvement in a certain project that does not fall under the duties of the committees set forth above.

H. Record of Council Proceedings

1. The Clerk of Council shall maintain a written record of all meetings of Council which shall be approved at the following regular meeting.

2. In order to assist the Clerk in reviewing the proceedings and maintaining the record of Council meetings, ~~tape~~ audio recordings shall be taken and maintained for a period of two years.

I. Miscellaneous

1. *Procedure in Absence of Rule:* In the absence of a rule to govern a point of procedure, reference shall be made to the approved practice in the current Roberts Rules of Order.

2. *Decorum in Council Chambers:* The Chair shall maintain decorum in Council Chambers during sessions. Persons, other than members of Council, Municipal officials, and members of the press shall not be permitted upon the floor of the Council, or to address Council, except upon introduction by the Chair or a member of Council. If anyone, other than a Municipal Official, desires to speak to a member of Council while it is in session the member, if agreeable to the request, shall leave his seat and retire to the rear of the Council Chambers or elsewhere until the conversation is finished.

3. *Amending Rules:* A majority vote is required to alter, amend, rescind, or supplement these Rules. Any proposed alterations, amendments, or supplements shall be submitted in writing at a regular meeting and placed on the agenda for the next regular meeting under the order of New Business. By unanimous recorded vote of all sworn members of Council, such proposed alterations, amendments or supplements may be adopted at the meeting at which the same are submitted.

4. *Law Director:* The Law Director shall, when requested by a member of Council, give a verbal opinion on any question of law concerning Municipal affairs, in open Council, but he may if he deems the matter of importance, take a reasonable time to submit his opinion in writing.