



**Monroe Council Agenda
Regular Meeting
September 28, 2021 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes – Council Minutes of September 14, 2021.

Visitors

- Ceremonial Swearing-In of Firefighter Scott Rauh
- Ceremonial Swearing-In of Fire Lieutenant Zachary Bernard
- Caleb Bell - Energy Special Improvement District Presentation

Committee Reports

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

Old Business

Resolution No. 48-2021. A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. (Second Reading)

Ordinance No. 2021-45. An Ordinance amending and supplementing Chapter 887 of the Codified Ordinances related to retirees, minors, and withholding tiers. (Second Reading)

New Business

Emergency Resolution No. 50-2021. A Resolution amending Emergency Resolution No. 53-2019 adopted by the City Council of the City of Monroe, Ohio on January 14, 2020 and declaring an emergency.

Ordinance No. 2021-46. An Ordinance approving a final plat for Section 2, Block B, of the Trails of Todhunter Conservation Subdivision.



Consideration of Motion appointing a member of Council to the Monroe Area Community Improvement Corporation.

Executive Session. To consider the purchase of property and confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal finance statements of an application for economic development assistance.

Administrative Reports

Adjournment



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New Business

Emergency Resolution No. 50-2021. A Resolution amending Emergency Resolution No. 53-2019 adopted by the City Council of the City of Monroe, Ohio on January 14, 2020 and declaring an emergency.

Background. This resolution updates the structure of the Energy Special Improvement District (ESID) to allow more flexibility for other jurisdictions to join the district. It does not negatively affect the City of Monroe, Liberty Township or the district itself; in fact, it may prove to be beneficial as the district could have additional projects by having a wider service area.

Previous state law required that entities in an ESID shared a boundary - much like Monroe and Liberty Township do. However, the current state law allows for communities within the same county to join a district,



even if the jurisdictions do not share boundaries. This resolution reflects that change and has already been approved by Liberty Township. Without agreement between the communities, the City of Fairfield would be unable to bring a project to the I-75 ESID as long as Monroe is a member of the district.

Council may wish to separate the issue of membership in the district, as proposed by this legislation, from the larger question of whether the City wants to participate in the ESID as an economic development tool. By approving this legislation, Council is just amending the membership structure – approving or denying this legislation does not affect the City’s participation in the district that was established in last year, nor does it preclude the ability of Council to remove Monroe from the district at a later date.

Ordinance No. 2021-46. An Ordinance approving a final plat for Section 2, Block B, of the Trails of Todhunter Conservation Subdivision.

Background. The Trails of Todhunter LLC has submitted an application for final plat for Section 2 Block B of the Trails of Todhunter Conservation Subdivision. The plat will include the construction of 71 single-family residential lots and 1 open space lot. The average lot size is 9,853 square feet and the average lot width is 65 feet.

Council did approve Block A at their August 24th, 2021 meeting and Block B represents the final section to be dedicated in the 106 lot subdivision.

A Conservation Subdivision is different than a typical subdivision in that the developer is required to preserve 50% of the land for natural use and in turn is permitted a smaller lot size. The plat will include the construction of 24 single-family residential lots and 3 open space lots on approximately 14 acres of 60 total acres. The average lot size is 10,126 square feet (.23 acre) and the average lot width is 65 feet and the proposed density is 1.71 units per acre.

Planning Commission’s decision on August 20th, 2021 was to give a favorable recommendation to City Council for the final plat for the Trails of Todhunter subdivision Section 2 Block B.

Consideration of Motion appointing a member of Council to the Monroe Area Community Improvement Corporation.

Background. When Mr. Routson retired it left a vacancy on the Monroe Area Community Improvement Corporation.

Executive Session. To consider the purchase of property and confidential information related to marketing plans, specific business strategy, production techniques, trade secrets, or personal finance statements of an application for economic development assistance.

Administrative Reports

Adjournment



Monroe Council Minutes
September 14, 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.

At the request of Mr. Callahan, everyone stood in a moment of silence for the lives lost in Afghanistan.

Roll Call

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

Approval of the Minutes

Mr. Funk moved to approve the Council Minutes of August 24, 2021 and Public Involvement Committee of August 25, 2021; seconded by Mrs. Hale. Voice vote. Motion carried.

Visitors

- Energy Special Improvement District Presentation by Jennifer Patterson

Mrs. Patterson stated that in July of 2020, City Council approved the creation of a district within the municipal boundaries. This was established, in part, because there was a business that had asked for Energy Special Improvement District (ESID) assistance and we were not able to do that. It is a way to have another economic development tool outside of tax abatements. Once the ESID was established, Liberty Township joined Monroe to help reduce the cost. We have since moved forward with marketing materials.

Within an ESID you can have Property Assessed Clean Energy (PACE) financing that is a type of bond you can use to pay for qualified projects. A qualified project is generally anything clean energy like HVAC, lighting, roofing, windows, and alternative energy. These bonds are paid back by an assessment on the property tax bill. A project is identified and put the financing in place. The ESID and legal counsel review the project for compliance with the ESID statute. It will then come back to the City Council/Township Trustees for approval of the assessment of the project.

In July of 2021, staff presented legislation to amend the District's membership to reflect the new state law wherein member communities no longer have to be contiguous. When this was brought to Council to amend the legislation allowing for noncontiguous communities to join the ESID, Council did not move that legislation forward. City Council expressed concerns that ESID financing could negatively affect projects or people.

In Ohio, residential is not permitted to be part of the ESID; however, that is likely to change this year.



With financial concerns there is the possibility where the energy savings are not sufficient to cover the cost of the assessments. In Ohio, there are consumer protections that limit the amount of assessments cannot exceed the valuation of the property. Whether or not the energy savings are sufficient is a business decision for that company.

With the social and contractor concerns, Mrs. Patterson emphasized that the language in the current district encourages businesses to seek financial advice and no contractor is being endorsed.

If Council would like to continue to have the ESID as an economic development tool, staff will reintroduce the legislation to amend the ESID's membership rules at the next meeting to allow other projects to come into the district.

If Council does not want to continue, staff will bring legislation to remove Monroe from the I-75 ESID.

Mr. Funk asked if there were any communities similar to Monroe where they had a negative impact. Mrs. Patterson was not aware of any and, during her discussion with legal counsel, it has typically been well received on both large and small projects. Mr. Funk asked if it was seen as a positive tool by the City Manager's office/ Mrs. Patterson. Mrs. Patterson would like to be able to offer it as it is something other than a tax abatement.

Mrs. McElfresh's concern is the State of Ohio has yet to endorse or roll out the residential side of this and it may or may not happen. Speaking specifically on the residential side and if it is coming, it will seem like the City of Monroe is supporting this through the ESID. Her concern is in Missouri, California, and Florida where this is rolled out on the residential side there are lawsuits with the financing element of this. She recognizes that the commercial side operates differently; however, there are lawsuits in every state this has come out for commercial. That would include Missouri, California, Wisconsin, Florida, New York, Oregon, Vermont, Connecticut, and Michigan. When you have that level of litigation in multiple states there is a problem somewhere.

Mrs. Patterson advised that the plan can include that this will not be used for residential even in the event Ohio implements it.

Mrs. McElfresh would like to see more information on how it operates in other areas before moving further.

Mayor Frentzel asked if there are other ESID's in Ohio and if they have faced any challenges. Mrs. Patterson replied that ESID's have started in larger cities such as Columbus, Cincinnati, and Cleveland.

Mrs. Patterson explained that businesses that have had that level of renovation or improvement someone is getting a better building because of it.



Mayor Frentzel gave an example of the company he works for that changed out all of the lighting fixtures to LED. He is not sure if they took advantage of this type of program, but by doing that the energy cost for that change has been reduced significantly.

As an example, Mrs. McElfresh mentioned the possibility of a distribution center that takes advantage of this program on the commercial side and they leave. Then you have a large building that has an assessment attached to it and is now not very attractive.

Mrs. Patterson advised that it is a business decision and every project within the City of Monroe the assessment must come to City Council for approval.

Mr. Hickman has concerns as well about the PACE financing.

Mr. Funk asked who the lawsuits were against that Mrs. McElfresh mentioned. Law Director Callahan was of the opinion that it may be a legitimate concern and the City should consult with Brickler & Eckler legal counsel.

It was the consensus of Council to bring in legal counsel advising the City on this matter to answer any questions.

Mrs. Patterson reminded Council that the ESID Board needs a replacement for Mr. Routson.

Mayor Frentzel encouraged Council to email Mrs. Patterson if they have any questions they would like answered.

As a point of clarification, Mr. Brock stated that the question before Council is do we allow this other jurisdiction to join our ESID as it has no impact on the City of Monroe. Even if we want to come out of the district it does not have an impact on the other community from joining our District.

Mayor Frentzel asked if the City of Monroe does decide to remove from the ESID does that prohibit Liberty Township from being involved in an ESID. Mrs. Patterson replied that it is up to Liberty Township.

Mr. Hickman suggested that if anyone has not watched John Oliver's video on PACE financing to do so.

- Baker Tilly Municipal Advisors, LLC – Water Utility Rate Study

Douglas Baldessari, representative from Baker Tilly Municipal Advisors, gave a presentation on the Water Utility Rate Study they have recently completed. The existing rates are adequate at this point, but not adequate for capital improvements. The cash balances are good. The rate planning period is through 2025. Over the next five years there is approximately \$8.6 million in capital improvement needs. The rates have your operating expenses, debt, and replacements and improvements. There would be approximately \$610,000 needed to pay for those capital items. You want to continue the meter replacement program because the older they get the slower they read.



Three rate alternatives were looked at.

1. Capital plan – no new long-term debt with an annual increase of \$1.5 million and a 47.7% rate increase.
2. Open market bonds - \$0.72 million annually and a 22.7% rate increase.
3. Water Supply Revolving Loan Account (WSRLA) - \$0.68 million annual and a 21.2% rate increase.

If you are looking at a dollar increase per resident per month, assuming the average usage is 4,000 gallons per month, and using the WSRLA, you are looking at an average \$1.90 across the board for residential or \$2.12 if you are looking at the cost of service. This would begin January of 2022.

As part of the study the fire protection rates were reviewed. This is for non-residential users.

The current and proposed rates compared other southwest Ohio communities based on usage of 22,500 gallons in a three-month period are:

- Southwest Ohio average = \$138.92
- Southwest Ohio high = \$318.75
- Monroe (present) = \$167.34
- Monroe (cost of service Phase I) = \$178.88
- Monroe (cost of service Phase II) = \$190.43
- Monroe (cost of service Phase III) = \$201.98
- Monroe (cost of service Phase IV) = \$213.60

He recommended phasing in smaller rates.

Mrs. McElfresh asked if the \$3.00 meter fee is imbedded in these costs and Mr. Baldessari confirmed it is.

Mr. Brock advised that Council can set the rates based on this study or you could have the Finance Committee of Council to review and provide a recommendation.

Mrs. McElfresh felt it would be appropriate for the Finance Committee to review more thoroughly. There was no objection from Council to refer this to the Finance Committee.

Committee Reports

Mr. Callahan reported that a resident showed him pictures of Rosemont Park where some of the trails were impassible. Mr. Morton explained that initially the trails were so wide that it was causing erosion problems, so they are attempting to make them more narrow. However, he will have his staff look at the area.



Old Business

Ordinance No. 2021-34. An Ordinance supplementing Chapter 204 of the Codified Ordinances to designate the dog park located at 401 Old Street as Monrover Park. (Second Reading)

Mr. Funk moved to consider this the second reading of Ordinance No. 2021-34 and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-34 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-34; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2021-35. An Ordinance granting and designating real property owned by the City of Monroe as an easement for the Great Miami River Trail. (Second Reading)

Mr. Brock reported that staff is asking that this and the next three ordinances be adopted as an emergency so we can proceed with the project.

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-35 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Wagner. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-35 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-35; seconded by Mr. Hickman. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Ordinance No. 2021-36. An Ordinance authorizing the purchase of real property from Barbara Trimble, Successor Trustee of the William H. Trimble Trust Agreement and Barbara Trimble, Trustee of the Barbara Trimble Trust Agreement for easement purposes for the Great Miami River Trail. (Second Reading)

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-36 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-36 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-36; seconded by Mr. Wagner. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Ordinance No. 2021-37. An Ordinance authorizing the purchase of real property from Frank C. Frey and Mary Lindon, Trustees of the Frey Preservation Trust for easement purposes for the Great Miami River Trail. (Second Reading)



Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-37 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-37 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-37; seconded by Mrs. McElfresh. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Ordinance No. 2021-38. An Ordinance authorizing the purchase of real property from Frank C. Frey and Mary Lindon, Trustees of the Frey Preservation Trust to be used for public purposes. (Second Reading)

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-38 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Wagner. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-38 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-38; seconded by Mr. Hickman. Roll call vote: six ayes; one nay (Callahan). Motion carried.

New Business

Resolution No. 48-2021. A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

Mrs. Ervin explained this is an annual piece of legislation as part of our tax budget. The County reviews the tax budget to make sure it looks appropriate to our debt and then evaluates how much property tax the City needs. She has included the increases from last year being \$30,000 in the General Fund, \$15,000 in the Police Fund, and \$35,000 in the Fire Levy. Once the County receives this they will send the City a Certificate of Estimated Resources and then we can proceed with finalizing next year's appropriations.

Mr. Funk moved to consider this the first reading of Resolution No. 48-2021 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 48-2021 by the title only.

Mr. Funk moved to approve the first reading of Resolution No. 48-2021; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2021-43. An Ordinance amending and supplementing Ordinance No. 2021-22, 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.



Mrs. Ervin noted she typically would present this in the fourth quarter; however, since she will not be here she wanted to get this entered to ease the burden when she leaves.

Mr. Funk moved to suspend the rule requiring the reading of Ordinance No. 2021-43 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Wagner. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-43 by title only.

Mr. Funk moved to adopt Ordinance No. 2021-43; seconded by Mr. Wagner. Roll call vote: seven ayes. Motion carried.

Emergency Ordinance No. 2021-44. An Ordinance adjusting the compensation of the Law Director and declaring an emergency.

Mayor Frentzel reported this will not be a financial impact on the City and the Law Director's base salary has not been increased since 2008.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Ordinance No. 2021-44 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2021-44 by title only.

Mr. Funk moved to adopt Emergency Ordinance No. 2021-44; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2021-45. An Ordinance amending and supplementing Chapter 887 of the Codified Ordinances related to retirees, minors, and withholding tiers.

Mrs. Ervin explained this Ordinance has three major changes. The first change concerns retirees that are currently required to file once every three years. It has always been a challenge as to when they need to file and that is not a lot of income. We recommend that retirees only need to file if they meet the Federal filing requirement. Most of these returns have zero taxable income and this will relieve the burden on the retirees and staff.

The second change concerns minors most of which are home owner dependents and a lot of them file and ask for credits/refunds. That is a lot of processing time and it is not a huge impact on the City financially and for minors they only have to file with the City if they have to file Federal.

Both of these ease the burden on the residents and staff.

The third is the three different tiers. If you pay your employees a certain amount of money you have to file with the City quarterly, monthly, or semi-monthly. We are asking to reduce the semi-monthly. The original intent was to receive the money more frequently, but the reality is we are doing fine if we are getting it monthly. It is really more for the staff as to how much work we are processing.



Mr. Hickman asked about individuals who do not pay Monroe City tax and have to pay an estimated City tax instead of guessing what they are supposed to paying through the year and let them pay once per year. Mrs. Ervin isn't sure if that can be removed because of House Bill 5 and referred the question to Law Director Callahan who will look into this.

Mr. Funk moved to consider this the first reading of Ordinance 2021-45 and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2021-45 by title only.

Mr. Funk moved to approve the first reading of Ordinance No. 2021-45; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Consideration of Motion to authorize the expenditure of \$23,822.28 for landscaping at the Police Facility.

Mr. Brock explained this will be to fill in the landscaping beds around the police facility.

Mr. Funk moved to authorize the expenditure of \$23,822.28 to Berns Landscaping for landscaping at the Police Facility; seconded by Mrs. Hale. Voice vote. Motion carried.

Consideration of Motion to authorize the expenditure of \$22,226.00 to Digital Visions Security Technologies for the purchase and installation of surveillance and security cameras at the police facility.

Captain Chasteen advised this is a continuation of our original plan and there were some things that we did not address in the original construction phase. We needed to get in and settled before we could address certain surveillance and cameras. We also have minor additional costs to monitor the Monroe Bicentennial Commons.

Mr. Funk moved to authorize the expenditure of \$22,226.00 to Digital Visions Security Technologies for the purchase and installation of surveillance and security cameras at the police facility; seconded by Mr. Wagner. Voice vote. Motion carried.

Consideration of Motion to authorize the expenditure of \$77,840.16 for the purchase of a CAT 305 Excavator and implements for the Department of Public Works.

Mr. Morton stated that he is asking to purchase a new excavator for the Water Department as the existing one is approximately 10 years old. We would like to replace it and take the existing to the parks and streets department. We are also asking for the implements.

Mr. Funk moved to authorize the expenditure of \$77,840.16 for the purchase of a CAT 305 Excavator and implements for the Department of Public Works; seconded by Mrs. Hale. Voice vote. Motion carried.



Consideration of Motion to authorize the expenditure of \$154,676.03 for the purchase of two CAT 259 Skid Loader and implements for the Department of Public Works.

Mr. Morton reported that originally we had a dump truck, skid loader, and excavator in the Water Department. If we ordered a dump truck now we wouldn't get it until next year. We would like to eliminate the dump truck this year and replace it with an extra skid loader.

Mr. Funk moved to authorize the expenditure of \$154,676.03 for the purchase of two CAT 259 Skid Loaders and implements for the Department of Public Works; seconded by Mrs. Hale. Voice vote. Motion carried.

Administrative Reports

Mr. Brock thanked Mrs. Ervin for her service with the City as she is leaving us to work for the Lebanon City School District.

The Center for Local Government is holding a meeting to put a group together for solar panels for city facilities. It can help us go green and reduce energy cost. We can include this in the capital cost or join the consortium. The first step is a no cost feasibility study. There was no objection from Council in proceeding with a feasibility study at no cost.

Regarding the State Route 63 Traffic Study, Mr. Brock read from the Study, for the record, and made the following comments:

At your request, I have investigated the traffic concerns that exist at the State Route 63 (SR 63) at Main Street intersection and have worked with traffic engineers with CT Consultants and Ohio Department of Transportation (ODOT) District 8 to offer my recommendations. He did a crash analysis and investigated the crashes that occurred either directly at the intersection or in the four approaches to the intersection (also understood to be the entire intersection influence area) in a four plus year period beginning in January 2017 and most recently on July 8, 2021. A total of 137 crashes occurred during that time period with 2 fatalities and 4 serious injuries. Overall, 45 crashes included injuries, which account for almost 33 percent of the crashes, which for a look-alike intersection elsewhere in the State of Ohio is above the statewide average of almost 28 percent. So, we are higher than the statewide average. Beyond, the intersection involving a higher percentage of dangerous injury crashes, a handful of crash patterns are particularly concerning as they make up a larger percentage of crashes at this intersection compared to the statewide average: left turn angle, right turn angle, and head-on crashes. Even worse, to compound the high rates of crashes for these crash types, the injury rate of these type of crashes are also higher than the statewide average. In summary, the historical data bears out that the most dangerous crash types are happening too frequently at this intersection. I have discussed these troubling crash patterns with ODOT District 8 and they agree that there is an opportunity for safety improvement at this intersection. This is a positive thing.

In the State Route 63 Speed Zone Review, the City contracted with CT Consultants. He has been working with CT Consultants. Through that analysis we believe in working with ODOT between Lawton Avenue and Britton Lane there is a segment that would permit the reduction of speed from



50 to 45 miles per hour. ODOT is looking at that data right now. We believe we have a case and bring that speed limit down.

The geometric and operational concerns are the skew that hampers a driver's line of sight and the sag of a vertical curve on State Route 63. While the SR 63 left turn lanes were aligned previously to aid in addressing the left turn angle crashes, the left movements are allowed to turn left with the green ball through movements. This gets to the point where we are talking about making that a permissive left turn only. With such a wide intersection and a long path to make left turning movements, left turning motorists must additionally judge oncoming vehicles traveling at high rates of speed and potentially accelerating coming down grade at them. Another concern at this intersection is the high volume of left turning traffic at three of the four approaches (all except the northbound left). The volume of each of these left turning movements, as well as the documented safety concerns suggest that each of these movements could benefit from protected-only left turn phases and additional capacity improvements. Another issue relates to southbound Main Street, particularly the left turning lane, which is plagued by a high rate of truck traffic that is severely rutting the pavement. Adding capacity to this movement, likely by adding a second left turn lane and building a thicker, heavy-duty, truck-appropriate concrete pavement approach where the trucks are decelerating and starting/stopping will be necessary.

We have had on our radar improving that movement at that intersection. We are getting cooperation from ODOT. One of the things we asked them to do is a safety study. They said that they could, but funding would not be until 2025.

There are three recommendations. The first one is do nothing and wait for ODOT to do a full study and the capital improvement costs are deferred out into the future.

The second is make a short term safety improvement and then do a full study. This is what Mr. Brock is recommending. The capital cost would include \$65,000 not including any additional studies. Traffic signal heads on each mast arm being adjusted, switching to the permissive left turn only now, not making any infrastructure improvements, putting flashing warning signs signal ahead, and a speed enforcement campaign. We are still recommending that a full study be completed beyond this, but this will make those minor improvements now. The downside is your level of service at that intersection is going to drop. It will take longer to get through.

The third option would be to make medium term safety capacity improvements which would include extending the lanes on State Route 63 and that would be approximately \$500,000.

If we move forward with making those adjustments in the intersection under Option 2, we can add Option 3 pieces in the capital budget for discussion.

Mayor Frentzel felt that something sooner than waiting until a study is performed in 2025 is too long and agreed with Mr. Brock's recommendation.

Mrs. McElfresh noted more enforcement of the new speed would help and perhaps a coordinated effort with the Ohio State Patrol.



Mrs. McElfresh requested an update on the Todhunter Road study. Mr. Brock advised that there was a delay in getting core samples and we should receive a report soon.

Mrs. McElfresh moved to amend the agenda to consider Emergency Resolution No. 49-2021; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Mrs. McElfresh referred to the survey of reducing the speed on Lebanon Street that resulted in 70% of the residents in favor of the speed reduction. She agrees with the residents.

Emergency Resolution No. 49-2021. A Resolution directing the City Manager to cause the speed limit on Lebanon Street to be reduced from 35 miles per hour to 25 miles per hour and declaring an emergency.

Mr. Funk advised his position has not changed as it is a collector street and felt that it is more of a behavior issue.

In response to Mr. Brock's question, Mrs. McElfresh advised the legislation is for the entirety of Lebanon Street.

Mr. Funk moved to suspend the rule requiring the reading of Emergency Resolution No. 49-2021 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. Hale. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 49-2021 by title only.

Mr. Funk moved to adopt Emergency Resolution No. 49-2021; seconded by Mrs. McElfresh. Roll call vote: six ayes; one nay (Funk). Motion carried.

Adjournment

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

The regular meeting of Council adjourned at 8:41 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

EMERGENCY RESOLUTION NO. 50-2021

A RESOLUTION AMENDING EMERGENCY RESOLUTION NO. 53-2019 ADOPTED BY THE CITY COUNCIL OF THE CITY OF MONROE, OHIO ON JANUARY 14, 2020 AND DECLARING AN EMERGENCY

WHEREAS, as set forth in Ohio Revised Code (“ORC”) Chapter 1710, the Ohio General Assembly has authorized property owners to include their properties within energy special improvement districts (“ESIDs”) upon a petition to a municipal corporation or township, which ESIDs are voluntary organizations of property owners who undertake special energy improvement projects for their properties and finance such special energy improvement projects by way of voluntary special assessments; and

WHEREAS, on January 14, 2020, the City Council of the City of Monroe, Ohio (the “Council”) adopted Emergency Resolution No. 53-2019 (the “Initial Approving Resolution”) which, in relevant part, approved certain governing documents of the Monroe, Liberty Energy Special Improvement District (the “District”) and approved and consented to any addition to the territory of the District of real property located within the boundaries of any municipal corporation or any township which is contiguous to the municipal corporations or townships in which a portion of the territory the District is located, in accordance with ORC Section 1710.02; and

WHEREAS, effective April 12, 2021, House Bill 444 of the 133rd General Assembly of the State of Ohio amended, in relevant part, ORC Section 1710.02(A) and eliminated the requirement that real property be located within the boundaries of any municipal corporation or township contiguous to the municipal corporations or townships in which a portion of the territory the District is located in order to be duly added to the territory of the District; and

WHEREAS, to facilitate the development and implementation of special energy improvement projects in furtherance of the purposes set forth in Section 20 of Article VIII of the Ohio Constitution throughout Butler County and any other counties in which municipal corporations or townships may duly become participating political subdivisions of the District in accordance with ORC Section 1710.02, as amended, this Council has determined to amend the Initial Approving Resolution; and

WHEREAS, it is necessary for the immediate preservation of public peace, property, health and safety that this Resolution take effect at the earliest possible date in order to allow other political subdivisions throughout Butler County and any other counties in which municipal corporations or townships may duly become participating political subdivisions of the District in accordance with ORC Section 1710.02 to become participating political subdivisions of the District in order to develop and implement special energy improvement projects and take advantage of financing that may only be available to property owners within such participating political subdivisions for a limited time.

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

SECTION 1: Section 2 of the Initial Approving Resolution is hereby deleted in its entirety and replaced with the following:

“SECTION 2: This Council approves and consents to (i) any additional of real property to the territory of the District within the boundaries of any municipal corporation or township which may duly become a participating political subdivision of the District, including, without limitation, any municipal corporation or township within Butler County or any county that adjoins Butler County; (ii) the addition of the municipal corporation or township in which such real property is located as a “participating political subdivision,” as defined in Ohio Revised Code Section 1710.01(E), of the District; and (iii) any amendment to the Articles of Incorporation necessary to recognize and effect such addition.”

SECTION 2. Except as expressly amended or modified by this Resolution, the Initial Approving Resolution shall remain in full force and effect.

SECTION 3. This Council hereby finds and determines that all formal actions taken relative to the passage of this Resolution were taken in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including ORC Section 121.22.

SECTION 4. This measure is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and further for the reason that Council desires to take advantage of financing that may only be available to property owners with such participating political subdivisions for a limited time.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

ORDINANCE NO. 2021-46

AN ORDINANCE APPROVING A FINAL PLAT FOR SECTION 2, BLOCK A, OF THE TRAILS OF TODHUNTER CONSERVATION SUBDIVISION.

WHEREAS, the Trails of Todhunter LLC has submitted a final plat for construction of Section 2, Block B, of the Todhunter Conservation Subdivision; and

WHEREAS, the Planning Commission gave a favorable recommendation on the approval of the final plat described herein on August 20, 2021.

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

SECTION 1: The Council of the City of Monroe hereby approves the final plat of Section 2, Block B, of the Trails of Todhunter Conservation Subdivision upon receipt of proper bonding and payment of all application review and inspection fees.

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

PASSED:_____

ATTEST:

APPROVED:

Clerk of Council

Mayor

First Reading:_____

DEDICATION STATEMENT:

THE UNDERSIGNED, BEING THE OWNER OF 24.7667 ACRES OF LAND IN PART OF LOT #663 AS KNOWN AND DESIGNATED ON THE LIST OF LOTS OF THE CITY OF MONROE AND LOCATED BETWEEN THE MIAMIS, IN SECTION 24, TOWN 3, RANGE 3, IN THE CITY OF MONROE, BUTLER COUNTY, OHIO, DOES HEREBY ASSENT TO AND ADOPT THE ACCOMPANYING PLAT OF SUBDIVISION TO BE KNOWN AS THE TRAILS OF TODHUNTER, SECTION TWO, BLOCK B AND DOES HEREBY DEDICATE TO THE PUBLIC FOREVER, IN ACCORDANCE WITH THE LAWS IN SUCH CASES MADE AND PROVIDED, THE STREETS AND ROADWAYS AS SHOWN ON SAID PLAT, AND DECLARE THE SAME TO BE FREE AND UNENCUMBERED.

THE TITLE ACQUIRED BY: OFFICIAL RECORD 9267, PAGE 1134

OWNER: TRAILS OF TODHUNTER, LLC.

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

THIS IS AN ACKNOWLEDGEMENT CERTIFICATE; NO OATH OR AFFIRMATION WAS ADMINISTERED TO THE SIGNER WITH REGARD TO THIS NOTARIAL ACT.

STATE OF: _____

COUNTY OF: _____

BE REMEMBERED THAT ON THIS _____ DAY OF _____, 2021, BEFORE THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY CAME TRAILS OF TODHUNTER, LLC, AS REPRESENTED BY _____, ITS _____, WHO ACKNOWLEDGED THE SIGNING AND EXECUTION OF THE FOREGOING INSTRUMENT TO BE HIS VOLUNTARY ACT AND DEED. IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL ON THE DAY AND YEAR LAST AFORESAID.

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

UTILITY EASEMENTS:

EASEMENTS ON SAID PLAT, DESIGNATED AS UTILITY EASEMENTS, ARE PROVIDED FOR THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF POLES, WIRES AND CONDUITS, AND THE NECESSARY ATTACHMENTS IN CONNECTION THEREWITH, FOR THE TRANSMISSION OF ELECTRIC, TELEPHONE, CABLE TELEVISION, AND OTHER PURPOSES; FOR THE CONSTRUCTION AND MAINTENANCE OF SERVICE AND UNDERGROUND STORM WATER DRAINS, PIPELINES FOR SUPPLYING GAS, WATER, HEAT, AND OTHER PUBLIC OR QUASI-PUBLIC UTILITY FUNCTIONS TOGETHER WITH THE NECESSARY LATERAL CONNECTIONS; THE RIGHT OF INGRESS TO AND EGRESS FROM SAID EASEMENTS; AND TO CUT, TRIM, OR REMOVE TREES AND UNDERGROWTH OR OVERHANGING BRANCHES WITHIN SAID EASEMENT OR IMMEDIATELY ADJACENT THERETO. NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN SAID EASEMENTS, NOR MAY THE EASEMENT AREA BE PHYSICALLY ALTERED SO AS TO 1) REDUCE THE CLEARANCE OF EITHER OVERHEAD OR UNDERGROUND FACILITIES; 2) IMPAIR THE LAND SUPPORT OF SAID FACILITIES; 3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITY OR 4) CREATE A HAZARD.

THE ABOVE EASEMENTS ARE ALSO PROVIDED FOR OTHER USES AS DESIGNATED AND SHALL BE USED FOR THE CONSTRUCTION OF STORM WATER DRAINS, OPEN CHANNELS, PUBLIC AND PRIVATE SEWERS, PIPELINES FOR THE SUPPLYING OF WATER, CABLE TELEVISION, AND FOR ANY OTHER PUBLIC OR QUASI-PUBLIC UTILITY OR FUNCTION CONDUCTED, MAINTAINED OR PERFORMED BY ORDINARY METHODS BENEATH OR ABOVE THE SURFACE OF THE GROUND TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS OVER AND ACROSS LOTS TO AND FROM SAID EASEMENTS.

DUKE GRANT OF UTILITY EASEMENT:

FOR VALUABLE CONSIDERATION, WE, THE UNDERSIGNED ("GRANTOR") DO HEREBY PERMANENTLY GRANT TO DUKE ENERGY OHIO/KENTUCKY, INC. AND THEIR PARENT ENTITY (OR ENTITY CONTROLLING BOTH ENTITIES), THEIR RESPECTIVE SUBSIDIARIES OR AFFILIATE ENTITIES, AND ANY OTHER PROVIDER OF UTILITY SERVICES ("GRANTEE") THEIR SUCCESSORS AND ASSIGNS, FOREVER, NON-EXCLUSIVE EASEMENTS, AS SHOWN ON THE WITHIN PLAT AND DESIGNATED AS DESIGNED "UTILITY EASEMENTS" FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, OR REPLACEMENT OF ANY AND ALL NECESSARY FIXTURES FOR THE OVERHEAD OR UNDERGROUND DISTRIBUTION OF GAS, ELECTRIC, TELEPHONE, TELECOMMUNICATIONS OR OTHER UTILITIES ("GRANTEE FACILITIES" OR "FACILITIES"). THE GRANTEE SHALL HAVE THE RIGHT OF INGRESS AND EGRESS AND ALSO THE RIGHT TO CUT, TRIM OR REMOVE ANY TREES, UNDERGROWTH OR OVERHANGING BRANCHES WITHIN THE UTILITY EASEMENTS OR IMMEDIATELY ADJACENT THERETO, NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN THE UTILITY EASEMENTS AREA, NOR MAY THE UTILITY EASEMENTS AREA BE PHYSICALLY ALTERED TO (1) REDUCE THE CLEARANCES OF EITHER OVERHEAD OR UNDERGROUND FACILITIES; (2) IMPAIR THE LAND SUPPORT OF GRANTEE FACILITIES; (3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITIES OR; (4) CREATE A HAZARD. TO HAVE AND TO HOLD THE EASEMENT FOREVER. WE ACKNOWLEDGE HAVING THE FULL POWER TO CONVEY THIS UTILITY EASEMENT AND WILL DEFEND THE SAME AGAINST ALL CLAIMS.

ALSO HEREBY GRANTED TO DUKE ENERGY OHIO/KENTUCKY, INC. AND ITS SUBSIDIARIES, SUCCESSORS, AND ASSIGNS IS THE RIGHT TO LATEROALLY EXTEND, REPAIR, AND MAINTAIN NATURAL GAS SERVICES TO SERVE INDIVIDUAL LOTS AS CONSTRUCTED BY THE ORIGINAL BUILDER ALLOWING DISTURBANCE ONLY OVER EXISTING SERVICE LINES NECESSARY FOR THE REPAIR ONLY ON THE LOT ON WHICH THE SERVICE IS LOCATED. RECONSTRUCTION OR RELOCATION IS PERMISSIBLE ONLY WITH THE WRITTEN PERMISSION OF THE PARCEL OWNER AND SAID UTILITY PROVIDER TO A MUTUALLY AGREEABLE LOCATION. NO PART OF THE UTILITY EASEMENTS SHALL ENCUMBER EXISTING BUILDINGS OR ADJOINING LOTS.

DRAINAGE EASEMENTS:

THE CITY OF MONROE DOES NOT ACCEPT ANY DRAINAGE EASEMENTS LOCATED OUTSIDE THE PUBLIC RIGHT-OF-WAY SHOWN ON THIS PLAT. THE CITY OF MONROE IS NOT OBLIGATED TO MAINTAIN OR REPAIR ANY CHANNELS OR INSTALLATIONS IN SAID EASEMENTS. THE EASEMENT AREA OF EACH LOT SHALL BE MAINTAINED CONTINUOUSLY BY THE OWNER OF THE LOT. MAINTENANCE OF ALL IMPROVEMENTS WITHIN DRAINAGE EASEMENTS SHALL BE THE RESPONSIBILITY OF THE TRAILS OF TODHUNTER HOA AS PROVIDED FOR IN THE DECLARATION AND IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF THE CITY OF MONROE ENGINEER. WITHIN THE EASEMENT AREA, NO STRUCTURE, PLANTING, OR OTHER MATERIAL SHALL BE PLACED OR PERMITTED TO RETAIN WHICH MAY OBSTRUCT, RETARD, OR CHANGE THE DIRECTION OF THE WATER FLOW.

WATER & SEWER NOTES:

IT IS UNDERSTOOD THAT THE CITY OF MONROE WILL NOT BE ABLE TO ISSUE ANY CONNECTION PERMITS OR BUILDING PERMITS UNTIL THE OHIO ENVIRONMENTAL PROTECTION AGENCY (EPA) HAS APPROVED THE PLANS FOR THE PROPOSED EXTENSIONS OF THE PUBLIC WATER AND SEWER SYSTEMS WITHIN THIS SUBDIVISION, UNLESS ON-SITE SYSTEMS ARE PROPOSED AND APPROVED.

ALL BUILDINGS TO BE SERVED BY THE PUBLIC SEWER SYSTEM SHALL BE CONSTRUCTED SO AS TO PROVIDE A MINIMUM OF FOUR (4) FEET OF VERTICAL SEPARATION BETWEEN THE PUBLIC SANITARY SEWER, AT THE POINT OF CONNECTION, AND THE LOWEST BUILDING LEVEL SERVED BY A GRAVITY SEWER CONNECTION. IN ADDITION, SAID BUILDING LEVEL SHALL BE AT LEAST ONE FOOT (1') ABOVE THE LOWEST POINT OF FREE-OVERFLOW (NON-SEALED MANHOLE COVER) UPSTREAM OF ANY TREATMENT FACILITY OR WASTEWATER PUMPING FACILITY THAT RECEIVES THE DISCHARGE FROM SAID BUILDING. SAID MINIMUM SEPARATION SHALL BE RECORDED ON THE "AS-BUILT" PLANS FOR THE DEVELOPMENT WHICH WILL BE KEPT ON FILE IN THE OFFICE OF THE BUTLER COUNTY WATER & SEWER DEPARTMENT.

PRIVATE DRIVEWAYS, PARKING LOTS AND OTHER PAVED AREAS, EARTHEN BERMS, OR STRUCTURES SHOULD NOT BE CONSTRUCTED OVER PRIVATE WATER OR SEWER SERVICE LINES WITHIN THE PUBLIC ROAD RIGHT-OF-WAY OR WITHIN EASEMENT AREAS FOR THE PUBLIC UTILITIES. SHOULD THIS OCCUR, THE PROPERTY OWNER SHALL BE HELD RESPONSIBLE FOR THE PROTECTION AND REPAIR OF AND FOR PROVIDING ACCESS TO ANY CURB STOPS, MANHOLE PITS, MANHOLES, CLEANOUTS, ETC. INSTALLED IN CONJUNCTION WITH THESE PRIVATE SERVICE LINES AND FOR ANY DAMAGE OR RESTORATION OF THE PAVED SURFACES OR STRUCTURES THAT MAY RESULT FROM THE FUTURE OPERATION, MAINTENANCE, REPAIR OR REPLACEMENT OF SAID SERVICE LINES AND APPURTENANCES.

EASEMENTS ON SAID PLAT, DESIGNATED AS "SANITARY SEWER EASEMENTS" OR "WATER MAIN EASEMENTS" ARE PROVIDED FOR THE RIGHT TO CONSTRUCT, USE, MAINTAIN AND KEEP IN REPAIR THEREON A SANITARY SEWER PIPELINE AND/OR WATER MAINS AND APPURTENANCES THERETO NECESSARY TO THE OPERATION THEREOF.

THERE SHALL BE NO PLACEMENT OF MANMADE MODIFICATIONS SUCH AS BUILDINGS, STRUCTURES OR FENCES WITHIN THE PUBLIC WATER MAIN EASEMENTS.

THE BUTLER COUNTY WATER & SEWER DEPARTMENT DOES NOT ACCEPT ANY RESPONSIBILITY FOR THE RELOCATION, REPAIR OR REPLACEMENT OF ANY OTHER UTILITY INSTALLED WITHIN FIVE (5) FEET OF THE CENTERLINE OF ANY SANITARY MAIN SEWER OR WATER MAIN.

SANITARY SEWER LATERALS, WHICH SHALL INCLUDE ALL PIPE AND APPURTENANCES FROM THE BUILDING TO THE PUBLIC SEWER MAIN, AND THE CONNECTION TO THE PUBLIC SEWER MAIN SHALL BE CONSIDERED PRIVATE AND THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN. THE CONNECTION TO THE SEWER WOULD BE ANY PIPING THAT EXTENDS OUT FROM THE MAIN BARREL OF THE SEWER MAIN.

ALL BUILDABLE LOTS SHOWN HEREON SHALL BE SERVED BY PUBLIC SANITARY SEWERS AND WATER.

ROOF DRAINS, FOUNDATION DRAINS, AND OTHER CLEAN WATER CONNECTIONS TO THE SANITARY SEWER SYSTEM ARE PROHIBITED.

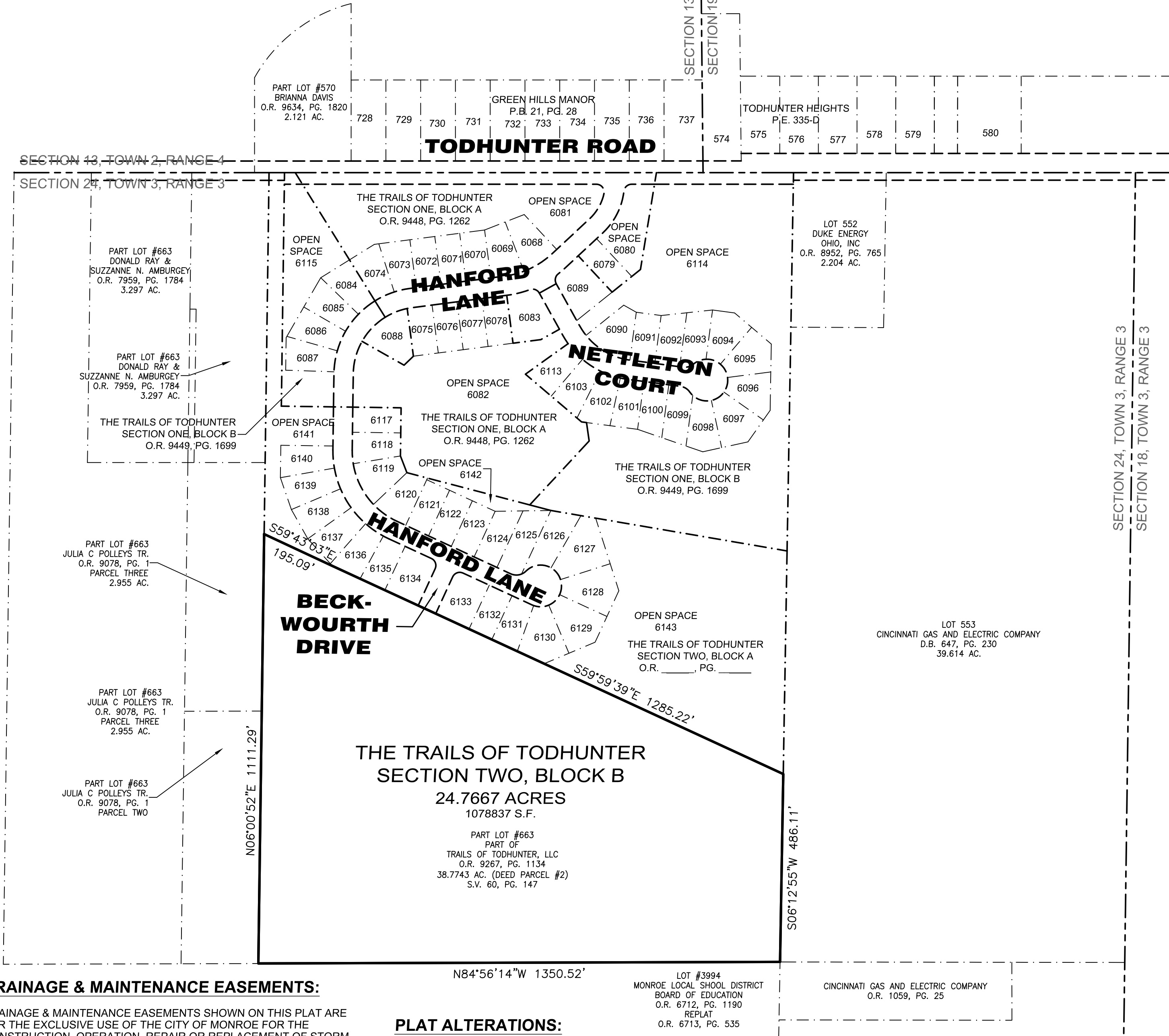
HIGH WATER TABLES ARE APPARENT IN THIS AREA. IF BASEMENTS ARE CONSTRUCTED, IT IS THE RESPONSIBILITY OF THE BUILDER TO TAKE SPECIAL PRECAUTIONS TO INSURE THE BASEMENT STAYS DRY.

BENCHMARK:

FOUND MAG SPIKE ON THE INTERSECTION OF
HANFORD LANE & BECKWOURTH DRIVE
ELEVATION = _____

SETBACKS:

FRONTAGE = 65'
FRONT = 40' UNLESS NOTED
SIDE = 10' MINIMUM
20' TOTAL UNLESS NOTED
REAR = 25' UNLESS NOTED



DRAINAGE & MAINTENANCE EASEMENTS:

DRAINAGE & MAINTENANCE EASEMENTS SHOWN ON THIS PLAT ARE FOR THE EXCLUSIVE USE OF THE CITY OF MONROE FOR THE CONSTRUCTION, OPERATION, REPAIR OR REPLACEMENT OF STORM SEWER, MANHOLES, CATCH BASINS, CONCRETE CHANNELS, HEADWALLS, DETENTION BASINS, DITCHES OR OTHER STORM WATER FACILITIES UNLESS SPECIFIC PERMISSION IS GRANTED TO AN OUTSIDE AGENCY OR UTILITY.

EASEMENTS ARE ALSO TO PROVIDE INGRESS AND EGRESS FOR SAID PURPOSES AND ARE TO BE MAINTAINED AS SUCH.

NO ENCROACHMENTS, BUILDINGS, SHEDS, DECKS, PLAYGROUND OR SWING SETS, OR OTHER STRUCTURES, SHALL BE PERMITTED WITHIN THE DRAINAGE & MAINTENANCE EASEMENT.

STREAM CONSERVATION EASEMENT:

THE AREA IN THE STREAM CONSERVATION EASEMENT CONTAINS A STREAM THAT HAS BEEN IDENTIFIED AS A JURISDICTIONAL WATERWAY OF THE UNITED STATES AND IS PROTECTED UNDER THE FEDERAL CLEAN WATER ACT. THE CONSERVATION EASEMENT SHOWN HEREON RESTRICTS DISTURBANCE AND USE OF THE AREA. NATURAL WATER COURSES AND ADJACENT RIPARIAN BUFFERS MAY NOT BE DREDGED, STRAIGHTENED, FILLED, CHANNELIZED, IMPEDED, DIVERTED OR OTHERWISE ALTERED IN THE CONSERVATION AREA, OTHER THAN AS PART OF ACTIVITIES THAT ARE AUTHORIZED BY THE NATIONWIDE PERMIT PROGRAM REGULATED BY THE ARMY CORPS OF ENGINEERS. THERE SHALL BE NO CLEARING, DISTURBANCE OF EXISTING VEGETATION OR PLACEMENT OF MANMADE MODIFICATIONS SUCH AS BUILDINGS, STRUCTURES AND FENCES WITHIN CONSERVATION AREA EXCEPT AS REQUIRED BY THE ARMY CORPS OF ENGINEERS.

MINIMUM OPENING ELEVATIONS

ON ANY LOTS WITH AN IDENTIFIED MINIMUM OPENING ELEVATION (M.O.E.), NO DOOR, WINDOW, VENT, OR OTHER OPENING THROUGH THE WALL OF ANY STRUCTURE MAY BE LOCATED BELOW THE MINIMUM ELEVATION NOTED ON THE AFFECTED LOT(S). IF THE BASEMENT FLOOR IS BELOW THE NOTED ELEVATION, IT IS THE RESPONSIBILITY OF THE BUILDER TO PROVIDE A SUMP WELL AND SUMP PUMP, WHICH SHALL DISCHARGE ON THE LOT AT OR ABOVE THE NOTED ELEVATION.

PLAT ALTERATIONS:

ANY CHANGE TO OR ALTERATION OF THIS PLAT, INCLUDING THE SPLITTING OF ANY LOT TO CREATE A NEW BUILDING SITE, SHALL REQUIRE PLANNING COMMISSION APPROVAL AS A REPLAT.

STREET CONSTRUCTION:

THE STREETS AS SHOWN IN THIS SUBDIVISION SHALL BE CONSTRUCTED IN ACCORDANCE WITH APPROVED PLANS ON FILE IN THE OFFICE OF THE CITY OF MONROE ENGINEER. THE STREETS SHALL BE CONSTRUCTED, WITH THE EXCEPTION OF TOP COURSE, WITHIN ONE YEAR AND SHALL BE MAINTAINED AND KEPT IN REPAIR FOR A PERIOD OF ONE YEAR FROM THE DATE THE CONSTRUCTED STREETS ARE APPROVED AND ACCEPTED BY THE CITY OF MONROE ENGINEER. THE SURFACE COURSE AND TACK COAT ARE TO BE APPLIED NO SOONER THAN NINE MONTHS AFTER THE LEVELING COURSE AND FIFTY PERCENT OF THE HOMES HAVE BEEN COMPLETED. IF AFTER TWO YEARS, FIFTY PERCENT OF THE HOMES HAVE NOT BEEN COMPLETED, THEN THE TOP COURSE MAY BE APPLIED.

SNOW REMOVAL EASEMENT:

THE SNOW REMOVAL EASEMENT IS FOR THE PURPOSES OF PLACING THE PUBLIC SNOW WITHIN THE EASEMENT AREA. WITHIN THE EASEMENT AREA NO IMPROVEMENTS CAN BE CONSTRUCTED WITHIN THE EASEMENT WITHOUT THE APPROVAL OF THE CITY OF MONROE.

PARCEL NUMBER C1800-004-000-002

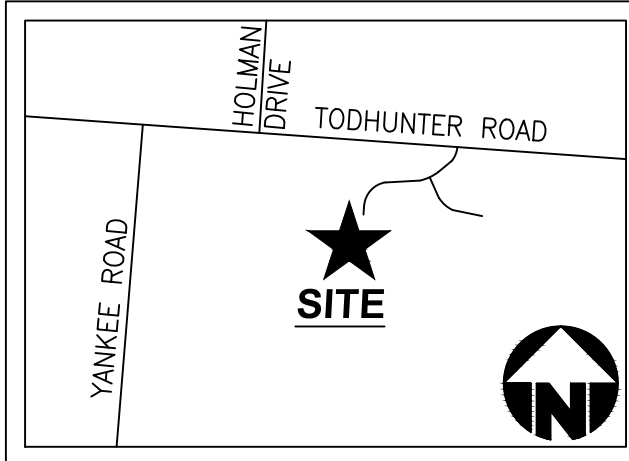
DEED REFERENCE: OFFICIAL RECORD 9267, PAGE 1134

ORIGINAL ACRES: 38.7743 ACRES
THE TRAILS OF TODHUNTER, SECTION TWO, BLOCK A: 14.0076 ACRES
REMAINING ACRES: 24.7667 ACRES

THE TRAILS OF TODHUNTER, SECTION TWO, BLOCK B: 24.7667 ACRES
REMAINING ACRES: 0.0000 ACRES

SHEET INDEX

- 1) TITLE
- 2) PLAT



VICINITY MAP
NOT TO SCALE

ENGINEER / SURVEYOR

BAYER BECKER
6900 TYLERSVILLE ROAD, SUITE A
MASON, OHIO 45040
(513) 336-6600

OWNER

TRAILS OF TODHUNTER, LLC
7594 TYLERS PLACE BOULEVARD
WEST CHESTER, OHIO 45069

CITY PLANNING COMMISSION

THIS PLAT WAS APPROVED BY THE CITY OF MONROE PLANNING COMMISSION ON THIS _____ DAY OF _____, 2021.

SECRETARY OF MONROE PLANNING COMMISSION

CITY COUNCIL

THIS PLAT WAS APPROVED BY THE CITY COUNCIL ON THIS _____ DAY OF _____, 2021.

CLERK OF MONROE COUNCIL

CITY ENGINEER

THIS PLAT WAS APPROVED BY THE CITY ENGINEER ON THIS _____ DAY OF _____, 2021.

ENGINEER FOR THE CITY OF MONROE

ZONING ENFORCEMENT OFFICER

THIS PLAT WAS APPROVED BY THE ZONING ENFORCEMENT OFFICER ON THIS _____ DAY OF _____, 2021.

ENFORCEMENT OFFICER

BUTLER COUNTY BOARD OF HEALTH

THIS PLAT IS SUBJECT TO PRESENT AND FUTURE REGULATIONS OF THE COUNTY BOARD OF HEALTH.

BUTLER COUNTY AUDITOR

ENTERED FOR TRANSFER _____ A.D., 2021.

TRANSFERRED _____ A.D., 2021.

AUDITOR, BUTLER COUNTY, OHIO _____ BY: _____ DEPUTY

BUTLER COUNTY RECORDER

FILED FOR RECORD _____ AT _____, A.D. 2021.

RECORDED _____ AT _____, A.D. 2021.

OFFICIAL RECORD _____ PAGES

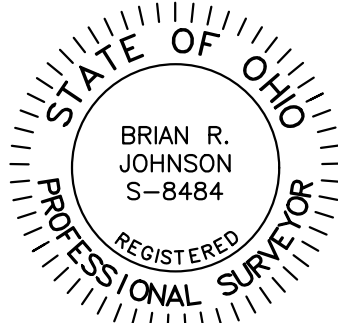
RECORDER, BUTLER COUNTY, OHIO _____ BY: _____ DEPUTY

FILE _____ FEE _____

SURVEYOR'S CERTIFICATE:

I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THAT THE ACCOMPANYING PLAT IS THE CORRECT RETURN OF A SURVEY MADE UNDER MY DIRECTION FOR THE TRAILS OF TODHUNTER, SECTION TWO, BLOCK B, MONUMENTS ARE SET AND THEIR LOCATION AND SIZE ARE CORRECT AS SHOWN ON THE PLAT, AND THAT THE BUTLER COUNTY SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH TO THE BEST OF MY KNOWLEDGE.

BRIAN R. JOHNSON, P.S.
PROFESSIONAL SURVEYOR #8484
IN THE STATE OF OHIO



OWNER

CITY PLANNING COMMISSION

THIS PLAT WAS APPROVED BY THE CITY OF MONROE PLANNING COMMISSION ON THIS _____ DAY OF _____, 2021.

SECRETARY OF MONROE PLANNING COMMISSION

CITY COUNCIL

THIS PLAT WAS APPROVED BY THE CITY COUNCIL ON THIS _____ DAY OF _____, 2021.

CLERK OF MONROE COUNCIL

CITY ENGINEER

THIS PLAT WAS APPROVED BY THE CITY ENGINEER ON THIS _____ DAY OF _____, 2021.

ENGINEER FOR THE CITY OF MONROE

ZONING ENFORCEMENT OFFICER

THIS PLAT WAS APPROVED BY THE ZONING ENFORCEMENT OFFICER ON THIS _____ DAY OF _____, 2021.

ENFORCEMENT OFFICER

BUTLER COUNTY BOARD OF HEALTH

THIS PLAT IS SUBJECT TO PRESENT AND FUTURE REGULATIONS OF THE COUNTY BOARD OF HEALTH.

BUTLER COUNTY AUDITOR

ENTERED FOR TRANSFER _____ A.D., 2021.

TRANSFERRED _____ A.D., 2021.

AUDITOR, BUTLER COUNTY, OHIO _____ BY: _____ DEPUTY

BUTLER COUNTY RECORDER

FILED FOR RECORD _____ AT _____, A.D. 2021.

RECORDED _____ AT _____, A.D. 2021.

OFFICIAL RECORD _____ PAGES

RECORDER, BUTLER COUNTY, OHIO _____ BY: _____ DEPUTY

FILE _____ FEE _____

SURVEYOR'S CERTIFICATE:

I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THAT THE ACCOMPANYING PLAT IS THE CORRECT RETURN OF A SURVEY MADE UNDER MY DIRECTION FOR THE TRAILS OF TODHUNTER, SECTION TWO, BLOCK B, MONUMENTS ARE SET AND THEIR LOCATION AND SIZE ARE CORRECT AS SHOWN ON THE PLAT, AND THAT THE BUTLER COUNTY SUBDIVISION REGULATIONS HAVE BEEN COMPLIED WITH TO THE BEST OF MY KNOWLEDGE.

BRIAN R. JOHNSON, P.S.
PROFESSIONAL SURVEYOR #8484
IN THE STATE OF OHIO

OWNER

**2021
CITY OF MONROE
BOARD AND COMMISSION MEMBERS**

Planning Commission (4 year term)

Term Expiration Date

Matthew Frye
255 Lee Drive
Monroe, Ohio 45050
440-452-9946
Mfrye3@gmail.com

December 31, 2021

Vacancy

December 31, 2022

Lindsey Pyron
210 Bridle Pass Way
Monroe, Ohio 45050
513-518-3002
lhpyron@gmail.com

December 31, 2023

David L. Kirkpatrick
889 Trails End Drive
Monroe, Ohio 45050
937-474-4091
David.kirkpatrickpe@gmail.com

December 31, 2024

Christina McElfresh
350 Macready Avenue
Monroe, Ohio 45050
513-502-1142
mcelfreshc@monroeohio.org

Council Representative

Board of Zoning Appeals (5 year term)**Term Expiration Date**

Lorenzo Adam
27 Penbrooke Court
Monroe, Ohio 45050
513-360-3282
ladam@cinci.rr.com

January 1, 2022

Casey Walters
614 Lebanon Street
Monroe, Ohio 45050
513-280-2222
caseywalters81@gmail.com

January 1, 2023

John Robbins
274 Woodyard
Monroe, Ohio 45050
513-539-7276
jwrobbins38@gmail.com

January 1, 2024

Vacancy

January 1, 2025

Michael P. Morris
202 Rachel Lane
Monroe, Ohio 45050
513-539-9855
mmorris4@cinci.rr.com

January 1, 2026

Park and Recreation Board (5 year term)**Term Expiration Date**

Josh A. Howard
970 Obenour Court
Monroe, Ohio 45050
513-673-7131
Joshhow09@gmail.com

January 1, 2022

Craig Silverglade
88 Tall Oaks Drive
Middletown, Ohio 45044
513-680-9138
craigsilverglade@me.com

January 1, 2023

Michael A. Marchetti
704 Ella Court
Monroe, Ohio 45050
520-678-1267
mike.marchetti1980@gmail.com

January 1, 2024

Jeff Hanson
380 Bridle Pass Way
Monroe, Ohio 45050
614-359-7485
wavesandfields@gmail.com

January 1, 2025

Paul Koloszar
564 North Sands Avenue
Monroe, Ohio 45050
513-435-0635
thelarix@gmail.com

January 1, 2026

Todd Hickman
63 Penbrooke Court
Monroe, Ohio 45050
513-594-0617
hickmant@monroeohio.org

Council Liaison

Personnel Board (5 year term)**Term Expiration Date**

Stephanie Sellman
528 Trey Court
Monroe, Ohio 45050
513-617-4434
dougstephsellman@gmail.com

December 31, 2021

Darrel Basford
389 Timrick Place
Monroe, Ohio 45050
513-539-9325
darrelbasford@att.net

December 31, 2022

Roshawn Jenkins
920 Creek Court
Monroe, Ohio 45050
513-280-7123
Roshawn.lavelle.jenkins@gmail.com

December 31, 2023

John Routson
771 South Sands Avenue
Monroe, Ohio 45050
513-539-7251
John.routson@gmail.com

December 31, 2024

Kelly L. Clark
335 Cornerstone Drive
Monroe, Ohio 45050
513-680-0896
kellymeyerdvm@gmail.com

December 31, 2025

Local Board of Tax Review (2 year term)**Term Expiration Date**

Roshawn Jenkins
920 Creek Court
Monroe, Ohio 45050
513-280-7123
Roshawn.lavelle.jenkins@gmail.com

December 31, 2021

Steven L. Newsome
822 Riley Lane
Monroe, Ohio 45050
snewsome@newcpa.com

December 31, 2022

Kameryn Jones (*appointed by City Manager)
233 South Main Street, P. O. Box 330
Monroe, Ohio 45050-0330
513-539-7374
jonesk@monroeohio.org

Discretion of City Manager

Audit Committee (3 year term)**Term Expiration Date**

Mark Swartz
564 Fox Run Place
Monroe, Ohio 45050
513-459-9550 ext 4070
mswartz@wesbanco.com

December 31, 2022

Daniel Phillips
315 Sackett Drive
Monroe, Ohio 45050
513-241-4458
danieljamesphillips@hotmail.com

December 31, 2022

Holly Cahall
736 Griffin Lane
Monroe, Ohio 45050
937-213-0868
hcahall@monroelocalschools.com

December 31, 2022

Mary Maurer
110 Maumee Drive
Monroe, Ohio 45050
513-402-7556

December 31, 2023

Marc Bellapianta
626 Babbling Brooke Drive
Monroe, Ohio 45050
386-449-9262
mbellapianta@fpcpm.com

December 31, 2023

JOSHUA L. MASON

612-877-1603 • coachmason27@gmail.com

834 Hocking Meadow Circle, Monroe, Ohio 45050

COACH • INSTRUCTOR • EDUCATOR • LEADER • MENTOR

Player-focused individual with expertise in motivating youth to achieve goals, while prioritizing and strategizing for a winning athletic program. Holds players, parents, and staff in high esteem, and interacts with the greatest degree of professionalism and personal integrity. Background includes leadership in the athletic field and in personal business ventures. Dedicated to student and staff development and committed to strong community relations. Proficient with athletic video analysis and personalized instruction. Coaching accomplishments include the development of two Division 1 Pitchers.

COACHING EXPERIENCE

CINCINNATI CHRISTIAN UNIVERSITY 2016

- *Pitching Coach*

SYCAMORE HIGH SCHOOL, Cincinnati, OH 2013 – 2015

- *Varsity Pitching Coach*

SPRING LAKE PARK HIGH SCHOOL, Spring Lake Park, Minnesota 2006 - 2013

- *Head Varsity Baseball Coach (2011 - 2013)*
- *JV Baseball Head Coach/ Varsity Assistant (2008 - 2011)*
- *Sr. Babe Summer Head Coach (2007 - 2009)*
- *Freshman Baseball Head Coach (2006 - 2008)*

MINNESOTA YOUTH BASEBALL 2010 - 2013

Head Baseball Coach

- *Gopher State Fall Ball 15u (2011 - 2013)*
- *Veteran of Foreign Wars 16u (2010 - 2013)*
- *Park Patriots American Legions 17 Over (2010 - 2013)*

EXTRA INNINGS, Brooklyn Park, Minnesota 2009 - 2013

Private Training and Camp Instructor

PLAYING EXPERIENCE

CINCINNATI YANKEES, Cincinnati, Ohio 2013 – Present

Pitcher

MINNEAPOLIS ANGELS, Minneapolis, Minnesota 2008 - 2013

Pitcher, Infield and Outfield

INDIANA WESLEYAN UNIVERSITY, Marion, Indiana 1998 - 2002

Baseball Tri-Captain (2002)

Starting and Relief Pitcher (1998 - 2002)

SYCAMORE HIGH SCHOOL, Cincinnati, Ohio 1995 - 1998

Varsity Starting Pitcher (1997 - 1998)

EDUCATION

INDIANA WESLEYAN UNIVERSITY, Marion, Indiana

Bachelor of Science in Elementary Education, 2002 - GPA: 3.5

LEADER • INSTRUCTOR • EDUCATOR • COACH • MENTOR

Self-motivated, reliable business professional offering more than 20 years of construction (commercial & residential), teaching, business, and coaching experience. Skilled in numerous areas. Able to effectively interact with diverse groups. Dedicated to ensuring the highest level of quality, while staying on top of budgets and schedules. Ability to create professional business projects and see them through to completion. Holds co-workers, customers, sub-contractors and other staff in high esteem, and interacts with the greatest degree of professionalism and personal integrity. Background includes management in the university setting, in the business world, and on the athletic field. Dedicated to self-development and committed to strong leadership. Strong planning, organizational and leadership skills.

BUSINESS EXPERIENCE

Senior Project Engineer, Shook Construction, Dayton, OH (2018-Present)

- Directly responsible for the daily project management on multiple commercial projects. Communicates detailed work responsibilities to subcontractors and supervises conformance. Establishes, reviews, and acts upon changes in schedule, costs, quality of work. Assists in purchasing and estimating.
- Responsibilities included:
 - o Creates bid packages and conducts thorough scope reviews during estimating and buyout phases
 - o Oversees change order management process
 - o Participates with subcontractor coordination
 - o Manages document control process (RFI's, Submittals, Change Orders)
 - o Performs daily project coordination
 - o Assists in site planning and material management
 - o Procures materials
 - o Conducts onsite quality control checks
 - o Implements onsite safety plan
 - o Approves invoices
 - o Manages project closeout

Director of Environmental Services, Mason Christian Village, Mason, OH (2016-2018)

- Directly responsible for the Day to Day upkeep of the life plan community by overseeing grounds work, maintenance repairs and housekeeping. Over three operations departments (Maintenance, Grounds, and Community Security)
- Responsibilities included:
 - o Developing and monitoring facility preventative maintenance programs
 - o Supervision of community operations and maintenance
 - o Coordinates facility construction projects
 - o Schedules/supervises renovations of garden homes
 - o Schedules/supervises performance of part-time & fulltime operations department staff
 - o Coordinates yearly life safety inspections for the community and facilitates any corrective actions needed
 - o Assist with the development of community policies, procedures, and risk management plans
 - o Assist with the preparation of miscellaneous reports and documents for both state and local agencies
 - o Prepare budget and related projections; maintain budget and analyze expenditures

Director of Campus Management, Cincinnati Christian University, Cincinnati, OH (2013-2016)

- Directly responsible for the Day to Day upkeep of the university campus and buildings by performing grounds work, maintenance repairs and housekeeping. Over five operations departments (Maintenance, Grounds, Vehicles, Events and Campus Security)
- Responsibilities included:
 - o Supervised programs for various special events organized by the University
 - o Assists with the supervision of Campus and facility operations and maintenance
 - o Makes equipment/supply orders, tracks expenditures, and maintains inventory of products and supplies
 - o Schedules/supervises activities and evaluates performance of part-time student workers & fulltime operations department staff
 - o Enforces rules and regulations governing the use of campus facilities
 - o Works in areas of campus as needed
 - o Assist with the development of facility policies, procedures, and risk management plans
 - o Assist with the preparation of miscellaneous reports and documents.
 - o Prepare budget and related projections; maintain budget and analyze expenditures.

Maintenance Director, Landmark of Fridley, Fridley, Minnesota (2012 - 2013)

- Directly responsible for installing, servicing and repairing equipment both in guestrooms and throughout the building to ensure an excellent guest experience. Responded to guestroom calls for repairs or maintenance, as well as various projects throughout the building and grounds.
- Responsibilities included:
 - o Directly over Maintenance and Grounds for two buildings
 - o Ability to maintain and repair HVAC, electrical, plumbing equipment and perform carpentry, repair work, construction and renovation work.
 - o Respond to and handle guest requests in a courteous, efficient, safe manner.
 - o Perform preventive maintenance and necessary repairs on all building equipment, including kitchen, laundry, boiler, plumbing, HVAC, electrical and guest rooms.
 - o Make rounds of the building to ensure everything is in working order.
 - o Complete maintenance requests, take equipment and meter readings and maintain log to notify the next shift.
 - o Assist with maintenance of parking lot and snow removal as needed.
 - o Maintained discretion and confidentiality at all times

Pro-Department Supervisor, Home Depot, Minneapolis, Minnesota (2008 - 2012)

- Department Supervisors train, coach and develop associates in each department to ensure customers receive excellent service and can easily find the merchandise they need. In addition they provide valuable input into merchandising decisions to the Store Management Team and Operations Team. Department Supervisors have strong product knowledge and the ability to lead and develop others.

Business Owner and Chief Operator, House of Trades, LLC, Minneapolis, Minnesota (2003 – 2008)

- Multi-Skilled Craftsman / Remodeler specialized in all types of home repair, maintenance and remodeling. Numerous construction and organizational skills, and effectively communicates with others with a positive attitude.

EDUCATION

INDIANA WESLEYAN UNIVERSITY, Marion, Indiana
Bachelor of Science in Elementary Education, 2002 - GPA: 3.5

From: [Josh Mason](#)
To: [Angela Wasson](#)
Subject: City of Monroe Board and Commission Member Openings
Date: Tuesday, September 21, 2021 2:25:39 PM
Attachments: [Joshua Lee Mason - construction resume.docx](#)
[Joshua Lee Mason - Coaching Resume.docx](#)

Angela, My name is Josh Mason and I live in the Wyandot Woods Community here in Monroe Ohio. I recently received the Monroe Messenger and saw the article regarding the multiple openings on the various boards and commissions. I have attached a couple resumes for your reference. The reason for the multiple resumes is one is my professional resume covering my background in construction, while the other resume covers my athletic background as a baseball coach. I am sending in both resumes for your review as I feel I could be a fit on multiple boards and commissions, specifically the Planning Commission, Board of Zoning Appeals in regards to my construction experience, and the Park and Recreation Board in regards to my coaching experience. I understand it is tough to get people to sign-up for these positions and do not know where the need might be for the betterment of the city. Please review my resumes and if you feel I could be a benefit to the city by being a member of one of these I would be happy to discuss the next steps. Thank you for your consideration. I look forward to hearing from you.

Josh Mason

Senior Project Engineer

2000 W. Dorothy Lane | Moraine, OH 45439

P: 937.276.6666 | F: 937.276.6676

E: jmason@shookconstruction.com | www.shookconstruction.com



Cleveland | Columbus | Dayton | Indianapolis | Raleigh

From: [Matt Romito](#)
To: [Angela Wasson](#)
Subject: Board and Commission Membership Application
Date: Tuesday, September 7, 2021 2:30:44 PM
Attachments: [Matt Romito Resume.pdf](#)

Angela,

My name is Matt Romito and I have been a resident of Monroe along with my wife since December of 2017 and our daughter joined us in February of 2020. I have a degree in Political Science and have had a desire to join local politics, and specifically get involved in a board or commission for years, but have always had a job that prevented me from having the flexibility to do so until recently. It was with great joy I saw in the Monroe Messenger that Monroe has openings that need filled. I am very interested in helping on any committee that needs the assistance and building on my understanding of local affairs here in Monroe.

Please let me know what the next steps are to get involved, I look forward to talking to you soon!

--

Thanks,
Matt Romito
Romitomd@gmail.com
513-208-4032



Matthew Romito

(513) 208-4032
Romitomd@gmail.com
Monroe, OH 45050

SUMMARY

Results-focused logistics professional with strength in LTL, expedited and FTL. Proactive leader with strengths in communication and collaboration. Proficient in leveraging personal relationships and in depth needs analysis to promote sustainable sales. Adept at managing concurrent objectives to promote efficiency and influence positive outcomes.

SKILLS

- Lead generation
- Recruiting and hiring
- National account management
- Complex project negotiations
- Service-driven sales
- Multidisciplinary team leadership
- Market intelligence
- Rapport and relationship building
- Consultative and relationship selling
- Compelling leadership skills
- Key account development
- Profit and revenue-generating strategies
- Market and competitive analysis
- Sales process
- Sales tracking
- Processes and procedures
- Goal-oriented
- Issue and conflict resolution
- Organization
- Basic math
- Time management
- Analytical
- Team management
- Relationship building
- Collaboration
- Critical thinking
- Continuous improvements
- Microsoft Office
- Ability to analyze reports

EXPERIENCE

Senior Corporate Sales

Amstan Logistics Apr 2018 to June 2021

- Cradle to grave management of accounts including prospecting, qualifying, closing and customer service from pickup to delivery of their freight. Negotiating RFPs and one off freight requests to be competitive yet profitable. Training new brokers, and assisting other brokers with questions and concerns. Manage carrier relationships by being fair, honest, and flexible.
- Directly Responsible for total profit of \$913,696 (Versus goal of \$234,000) From June 2018 through June of 2021, on total sales of \$7,113,295 (Versus goal of 2,340,000).
- Trained 4 new brokers on sales, operations, carrier management and internal best practices and software. Trained 1 experienced broker on internal best practices and software. I also acted as a mentor to these brokers and provided resources, guidance, additional training and support to meet and exceed their own sales goals.
- Designed and shared a spreadsheet designed to simplify and speed up RFP's, which led to increased business opportunities with existing customers and winning new freight opportunities with first time customers.
- Maintained Second place in my division in total profits and revenues earned from January 2019 through June 2021.
- Trained my department on LTL shipment requirements, expectations, processes, sales and management.
- Expanded company wide carrier base for expedited shipments and straight trucks, including training on how to quote, and manage these shipments which

has led to increased revenue and profit streams for my division as well as the overall company.

Logistics Coordinator

Planes Logistics May 2016 to Apr 2018

- Manage customer accounts and requests for service. I helped manage both small and large rollouts for retail customers who need white glove treatment on their deliveries. Typical responsibilities include agreeing to rates with vendors, booking and tracking shipments, and sending reports on final mile deliveries as needed by customer request.
- Took responsibility for an account in December of 2016 that billed over \$500,000 in 2017.
- I Built relationships with the customers and vendors that led to a 6% increase in profit from 2016 to 2017.
- I have managed several medium sized rollouts entirely by myself including tasks such as negotiating rates with warehouses, scheduling transportation and selecting carriers, scheduling final mile deliveries, and final invoicing.
- My projects averaged over 34% margin in 2017.
- Assumed project management responsibilities for several projects including a \$185,000 tile delivery rollout to 210 stores. Project responsibilities included developing and managing a transportation plan from supplier to final mile delivery hubs and final white glove delivery to the stores. This plan also included developing a budget and managing the costs. I was also in charge of assigning our vendors, and resolving any issues between our coordinators and our vendors including pricing, out of scope requests, and service. In addition, I also crafted responsibility checklists, call scripts, rollout guides, and store trackers to assist coordinators with their responsibilities during rollouts they assisted me on. Additional responsibilities included supporting the coordinators on their tasks, follow up on tasks, and guidance to achieve timely completion of tasks.
- Developed a training guide to teach new coordinators how to use our rollout software on large projects.

Operations Area Supervisor

Kohl's Jul 2015 to May 2016

- Oversee the operations staff to run an efficient truck unload process, online ordering efficiency, total replenishment and proper merchandise back stocking procedures. Train, develop and oversee Replenishment Supervisor, Omni-Channel supervisor and all part time associates and truck unload associates.
- Consistent E3 performance in the top 20 (114 E3's) in the district every month while in this role.
- Oversaw the completion of large scale reflow of the stockroom area that greatly increased productivity in replenishment, online order filling, and back stocking. This process dramatically cut down on employee dock time by allowing them to quickly find both products and empty spaces to stock excess items.
- New stocking guidelines allowed for a significantly faster item removal rate to stock on the sales floor and my leadership ensured vehicles were emptied and available for all associates assigned to replenishment tasks and inventorying excess items.
- Meticulously prepared the stockroom for inventory and achieved a merchandise differential rate of 1.3% out of a goal of 2.0% or less.
- Overhauled the operation of the truck unload process to achieve a greater percentage of truck unload completion. This ongoing responsibility resulted in the overall improvement of total merchandising of all incoming items by

ensuring empty vehicles on truck unload morning. Additionally, I ran experiments with staffing assignments and vehicle allocation to find greater efficiencies in the truck unload process.

- The truck unload process when I started averaged a 25% empty vehicle rate at the end of the truck unload process, and at the conclusion of my employment ended with a greater than 75% empty vehicle rate.

Customer Service Area Supervisor

Nov 2014 to Jul 2015

- Develop, train and mentor staff to increase acquisition of credit applications, rewards applications, highly satisfied surveys, and sales. Analyze and use data to develop and drive innovative approaches to increase the store's output of the aforementioned metrics.
- February 2015 E3 of the Month District wide, a recognition of my success in training staff and developing them to be more successful in upselling, credit applications, rewards applications, and customer service scores.
- Led the store to a peak of #2 in the region (82 stores) in a Customer Service Score of 86.6 on a rolling 4 week average. This achievement was led by an innovative strategy where I trained the cashiers to target satisfied customers and ask them to take our survey while in store thus improving the total number of surveys taken and overall score.

Assistant Canvass Director

Fund for the Public Interest Apr 2014 to Oct 2014

- Hire a staff of twenty to thirty canvassers, and train them on the fundamentals of canvassing. Perform background administrative tasks to support the campaign and staff.
- I managed all data entry operations, including payroll, daily crew information, and weekly budget information. This was an hours-long process every Saturday of entering in detailed information into a spreadsheet with many macros. The timely execution of this duty error free allowed the office to make payroll on time.
- I managed the data entry staff including training, scheduling, corrections, and the final submission of all work to the regional level.
- I went above normal responsibilities to create a recruitment plan that successfully added more canvassers to staff than was projected for the Summer recruiting blitz.

Logistics Account Executive

Total Quality Logistics Jun 2013 to Jan 2014

- Complete a formal sales training course.. Assist an experienced broker matching specialized trucks to his customers' specific freight. Prove to customers the value of Total Quality Logistics, and earn more freight by providing excellent customer service at all times of the day, and throughout the freight tendering process.
- I acquired five new customers for Total Quality Logistics.
- I renewed two customers who had stopped working with Total Quality Logistics.

Food Unit Leader

Chartwells Oct 2008 to Aug 2012

- Lead a shift of cashiers and stockers. Maintain an extraordinary customer experience at all times including appearance of the store, friendly service, upselling and quick cash out.
- I was one of two Food Unit Leaders selected to train for and manage the new Pinkberry frozen yogurt store on campus. I attended a two week training session to learn every aspect of the operation of the store from open to close, proper machine cleaning techniques, food preparation, and staffing requirements. I

trained and developed associates within the Pinkberry operation to follow all correct procedures.

- I was responsible as the shift lead for managing the staff to appropriate levels and driving P & L on my shifts by allocating or releasing staff as business demanded.
- I helped to configure, organize, staff, and set up three stores that were new to campus over the final two years of my employment.
- I assisted with ordering, training, and staffing the largest and most profitable store in its first year on campus.
- I went above and beyond my duties by assisting new dining halls in their cleaning, preparation, and other needs as requested by providing staff and my time as needed.
- I took lead on scheduling and staffing student managers for the end of the year sale of items for students to finish off their meal plan credits, resulting in tens of thousands of dollars in sales in 2011 and 2012.

EDUCATION AND TRAINING

Bachelor of Arts: Political Science

Bowling Green State University 2013

Bowling Green, Ohio

High School Diploma

Finneytown High School 2008

Cincinnati, Ohio

REFERENCES

Available upon request

September 23, 2021

Mayor and City Council
City of Monroe
233 South Main Street
P. O. Box 330
Monroe, Ohio 45050-0330

Dear Mayor and City Council:

I am writing to express my interest in serving on the Planning Commission.

As you know I retired from OPERS June 30, 2021; however, I want to continue to be active in the local government that I consider my home.

My background serving on City Council, 16 years of which I served as Mayor, and Council's Planning Commission representative would be an asset to the City of Monroe. With my long-term history with the City of Monroe, both as an employee and as an elected official, I would not only be an asset to the City of Monroe, but a mentor to all of the new appointed officials on the Planning Commission.

Thank you in advance for your consideration.

Sincerely,

Robert E. Routson