



**Monroe Council Agenda
Regular Meeting
July 12, 2022 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes – Finance Committee Minutes of June 28, 2022, Council Minutes of June 28, 2022, and Public Works Committee Minutes of June 30, 2022.

Visitors

Committee Reports

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

Old Business

Resolution No. 28-2022. A Resolution authorizing the City Manager to enter into an agreement for professional engineering services with Jones-Warner Consultants, Inc. for the Brittany Heights Subdivision Catch Basin Project. (Second Reading)

Ordinance No. 2022-17. An Ordinance accepting a 20 foot water main easement from the Monroe Local School District Board of Education. (Second Reading)

New Business

Resolution No. 29-2022. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Fidelity Health Care to provide an employee assistance program.

Emergency Resolution No. 30-2022. A Resolution adopting a Tax Budget for the City of Monroe, Ohio, for the 2023 fiscal year and declaring an emergency.

Public Hearing: Emergency Resolution No. 30-2022. A Resolution adopting a Tax Budget for the City of Monroe, Ohio, for the 2023 fiscal year and declaring an emergency.



Ordinance No. 2022-17. An Ordinance establishing Part Eighteen, Title Two, Chapter 1801 of the Codified Ordinances of the City of Monroe to establish a Historic Preservation Commission.

Administrative Reports

- **Executive Session** – Reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment and the employment of a public employee.

Adjournment



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Ordinance No. 2022-17. An Ordinance accepting a 20 foot water main easement from the Monroe Local School District Board of Education. (Second Reading)

New Business

Resolution No. 29-2022. A Resolution authorizing the City Manager to enter into an agreement by and between the City of Monroe and Fidelity Health Care to provide an employee assistance program.

Background. For several years the City has used Inova to provide the employee assistance program (EAP). This service has been completely online and is not meeting the needs of our employees. Additionally, they are no longer offering the training and education sessions that we were utilizing. Fidelity Healthcare (part of Premier Community Health) is local which should make matching employees to providers more convenient. They offer onsite workshops and trainings and are also available to provide counseling services on-site should a traumatic incident



occur. Staff also considered Tri-Health; however, Premier's cost structure was more affordable for comparable services.

Emergency Resolution No. 30-2022. A Resolution adopting a Tax Budget for the City of Monroe, Ohio, for the 2023 fiscal year and declaring an emergency.

Public Hearing: Emergency Resolution No. 30-2022. A Resolution adopting a Tax Budget for the City of Monroe, Ohio, for the 2023 fiscal year and declaring an emergency.

Background. Randy Groves, Interim Director of Finance, will have a presentation on the Tax Budget.

Ordinance No. 2022-17. An Ordinance establishing Part Eighteen, Title Two, Chapter 1801 of the Codified Ordinances of the City of Monroe to establish a Historic Preservation Commission.

Background. At the June 14, 2022 Council meeting, the City Manager was directed to make application to the Ohio Historic Connection (OHC) for consideration of becoming a Certified Local Government (CLG) community. City staff has prepared legislation which would establish a Historic Preservation Commission, their duties, the process for reviewing construction within a designated area of the city, and to determine if said construction is in accordance with specific historic guidelines. The CLG program is operated through the Ohio Historic Preservation Office (OHPO) and currently includes approximately seventy (70) communities in Ohio. Area CLG communities include:

Cincinnati, Dayton, Glendale, Hamilton, Lebanon, Loveland, Mariemont, Middletown, Montgomery, New Richmond, Oxford, Springboro, Tipp City, and Waynesville.

As discussed at the June 14th council meeting, the commission created by the legislation and their duties is an important component of the CLG program. The Historic Preservation Commission would consist of five (5) members. The members would ideally include those with knowledge or interest in historic preservation. Due to the specialized requirements of the Historic Preservation Commission, it is common to require that at least two (2) of the members have a professional background in “architecture, architectural history, history, archaeology, planning or a related discipline.” A provision is included which would allow the City to appoint non-residents which have the necessary skills to serve as non-voting, ad-hoc members. Ad-hoc members would serve an advisory role to the commission. Additionally, “one member of the Commission shall be a member of the Monroe Historical Society.”

While there are multiple responsibilities to CLG communities, such as, the implementation of a design review process for all renovations and new construction within designated boundaries. The design guidelines can be more or less restrictive based upon the desire of the community. The design review process for new construction and renovations is limited to a designated area defined as a Historic District. The design review process is initially administered by city staff, and includes agenda and packet preparation, and presentation to the Historic Preservation Commission for approval. Approvals of the Historic Preservation Commission result in the issuance of a Certificate



of Appropriateness (COA). Materials to be submitted with the application for a COA include site plan, elevation drawings, material types, and façade colors. Applications for the Historic Preservation Commission are reviewed independent of other development boards such as the Planning Commission and the Board of Zoning Appeals. Application approvals from the Historic Preservation Commission are typically contingent on review of the other city boards and are conducted as needed.

Although the design review process is a primary component of the CLG program, other benefits include the eligibility for CLG grant funding through the OHC. These funds can be used for a wide range of preservation, identification, and survey type projects. CLG funding is only eligible to CLG communities. Another notable benefit to becoming a CLG community is that historically designated buildings within the City would be eligible for Ohio Historic Preservation Tax Credits, which falls in line with Council's goal to "consider the use of incentives to catalyze development and reinvestment in the downtown." These tax credits can help to finance the rehabilitation of historically significant buildings by leveraging private investments. Applicants are eligible for 25% of rehabilitation expenditures incurred during the project with a cap of \$5 million in tax credits. These tax credits are only applicable to commercial renovations.

If the proposed attached legislation is adopted and the commission which the legislation creates is fully appointed, the next step would be the designation of the boundaries of an historic district. The designation of historic district boundaries would be completed through legislation by City Council (zoning map amendment) upon the recommendation of the Historic Preservation Commission. Within these boundaries, the provisions of the proposed legislation, including the issuance of COA, would apply. The following is a summary of the COA process:

- New construction causing a visual change to a building located in the Historic District is required to apply for a COA
- COA is not required for ordinary maintenance or repair provided it does not change the type of material or appearance
- Applicant presents plans to the Historic Preservation Commission
- COA is issued in conjunction with other permits, as needed

The requirements for the issuance of a COA by the commission would be based upon *The Secretary of the Interior's Standards for Rehabilitation*, codified as 36 CFR 67 *Secretary's Standards for Rehabilitation* which are incorporated into the legislation.

As many communities find the need for more specific guidelines, a logical next step for the City would be the creation and adoption of updated preservation guidelines that would replace the federal guidelines placeholder and create uniquely crafted guidelines catered to the priorities of the City. As noted previously, since only CLG communities are eligible for CLG funding, the City could apply for funding (CLG grant funds) to hire consultants to assist in the preparation of design review guidelines specific to our community.

The proposed legislation is based upon the OHC model along with additions per the recommendation of OHC staff. As noted within the legislation, the Historic Preservation



Commission takes on a greater role for the City than simply the issuance of COA's including conducting historic surveys, participating in the National Registration of Historic Places designation(s) and generally serves as an advisory to City Council and other City boards on historic preservation matters.

With the adoption of the legislation and the appointment of a commission, the City is permitted to submit to the State of Ohio for formal CLG designation. Based on my discussions with the OHC, it was recommended that preliminary district boundaries be included in the CLG designation submission.

Administrative Reports

- **Executive Session** – Reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment and the employment of a public employee.

Adjournment



**Finance Committee of Council
June 28, 2022 – 5:30 p.m.
233 South Main Street, Monroe, Ohio**

The Finance Committee of Council met at 6:30 p.m. on June 28, 2022, in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Jason Frentzel, Council Member; Ben Wagner, Council Member; Marc Bellapianta, Council Member; William J. Brock, City Manager; Randy Groves, Interim Director of Finance; Deborah Armitage, Assistant Finance Director; Kacey L. Waggaman, Assistant City Manager; and Angela S. Wasson, Assistant to the City Manager/Clerk of Council.

Mr. Groves advised that the Committee was sent condensed reports as discussed in a previous meeting and requested feedback.

Mr. Frentzel and Mr. Wagner, referring to the year-to-date report, preferred seeing a comparison of the current year's month and the previous year's month. Mr. Frentzel requested that prior to approval of these reports next month they be sent to Council for feedback and then they would come back to the Finance Committee.

Mr. Brock reported that the first policy staff would like the Finance Committee to review is the Fund Balance Policy. Mrs. Waggaman advised that staff will bring recommendations to the Finance Committee next month on changes to the Fund Balance Policy. She further advised that Mr. Groves will have a presentation on the Tax Budget during the next Council meeting.

Mr. Brock noted that staff is requesting a budget retreat this year and requested the Committee think about what items they would like to cover during this retreat.

With the Audit being complete, the Committee agreed that a presentation before Council is appropriate.

The Finance Committee meeting adjourned at 5:51 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council



**Monroe Council Minutes
Regular Meeting
June 28, 2022 – 6:30 p.m.
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

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

Roll Call

Council members present: Marc Bellapianta, Tom Callahan, Kelly Clark, Jason Frentzel, Keith Funk, Christina McElfresh, and Ben Wagner.

Approval of the Minutes

Mrs. McElfresh moved to approve the Council Minutes of June 14, 2022 and June 20, 2022; seconded by Mr. Bellapianta. Voice vote. Motion carried.

Visitors

Law Director Callahan performed a ceremonial swearing in of Matthew Adkins as Patrol Officer.

Committee Reports

Mr. Frentzel reported that the Finance Committee met and reviewed condensed reports for February and March. The Committee has requested that the reports be sent to Council for review and provide feedback to the Committee.

Old Business

Resolution No. 24-2022. A Resolution authorizing the City Manager to enter into an agreement with Fishbeck for professional engineering services to perform a hydrology study at Monroe Bicentennial Commons. (Second Reading) (Tabled June 14, 2022)

Mr. Brock reported he met with the Director of the Metro Parks and they are not interested in taking over the project, but would be willing to assist with the planning efforts in the overall park development. They are also interested in a partnership with the trail.

Referring to the Strategic Plan, Mr. Brock expressed the importance of making sure there is a good operating budget for the maintenance of the parks to understand what the needs are. Mr. Brock advised there is overall parks planning and how to move forward as there is still a lot of effort to be put into any park either as set forth in the Parks Master Plans or reassess these plans.



Mayor Funk was of the opinion that the hydrology study and Monroe Bicentennial Commons is not high priority compared to other parks.

Law Director Callahan advised that if it remains on the table it will die or Council can remove it from the table and vote it down or pass it.

Mr. Bellapianta is not in favor of moving forward on this park at this time. There are some of the items in this hydrology study that could be completed in-house. According to the Master Plan, this is being created as regional park and Mr. Bellapianta felt that needed to be communicated to the taxpayers. There are so many other issues that the taxpayers are concerned about and he is not hearing Monroe Bicentennial Commons being one of them.

Dr. Clark agreed with Mr. Bellapianta as she is hearing more and more from citizens that the priority is not with Monroe Bicentennial Commons. She is hearing more of an emphasis on Monroe Community Park.

Mr. Callahan agreed and there are so many issues that could be looked at rather than put so much money into Monroe Bicentennial Commons.

Mr. Wagner stated that if a hydrology study isn't performed now there will be nothing that can be done with that park. He isn't saying that it is something that should be performed, but there may need to be a hydrology study performed at Monroe Community Park. Mr. Wagner would like to see the bike trail completed at Monroe Bicentennial Commons as that will be a great asset to Monroe.

Mrs. McElfresh likes the idea of a survey to determine what the community, as a whole, really wants.

Mr. Frentzel asked what impact the hydrology study would have on completing the trail and Mr. Brock replied that it would have no impact.

Mr. Frentzel asked Mr. Morton if there was anything necessary to maintain what has been built so far at Monroe Bicentennial Commons. Mr. Morton advised that it is necessary to look at some sort of drywell system to be able to drain the tree wells. Without this it would cause premature failure of the concrete. Mr. Morton emphasized it is not the ultimate fix and he didn't want to put something in that wasn't a permanent fix. The hydrology study and proper engineering will help determine what will correct the drainage problems that exist.

Mr. Bellapianta felt that performing a hydrology study on the entire 40 acres is a waste of money. Mr. Bellapianta reiterated the in-house capabilities such as the Lidar and did not understand why some of those services are not being utilized. Mr. Morton advised that in-house services could be utilized to some degree; however, our GIS Analyst is not a licensed surveyor or engineer so it would be just looking at the data. There still needs to be a design by a professional engineer and licensed surveyor so the City would have something to bid out. Mr. Bellapianta feels that when this was discussed and designed Council was not aware of these issues and had no idea what they were getting into.



Mr. Frentzel is in agreement with Mr. Wagner in that if we do not approve this it will be a lot to overcome for any future development. It would not be wise for additional progress until we know what is under that land. If this is voted down, Mr. Frentzel would like Council to consider maintaining what has already been built on this property.

Regarding a survey, Mr. Brock recommended that the Park and Recreation Board look at the questions asked when the Park Master Plans were put together to see if they are still appropriate.

Mrs. McElfresh moved to request city management deploy a survey on park priorities; seconded by Mr. Frentzel. Voice vote. Motion carried.

Mrs. McElfresh moved to remove Resolution No. 24-2022 from the table; seconded by Mr. Frentzel. Voice vote. Motion carried.

Mrs. McElfresh moved to consider this the second reading of Resolution No. 24-2022 and have it read by title only; seconded by Dr. Clark. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 24-2022 by title only.

Mrs. McElfresh moved to adopt Resolution No. 24-2022; seconded by Mayor Funk. Roll call vote: one aye; six nays (Bellapianta, Callahan, Clark, Funk, McElfresh, and Wagner). Motion failed.

New Business

Emergency Resolution No. 27-2022. A Resolution amending Emergency Resolution No. 59-2021 to increase the blanket purchase order for Public Entities Pool and declaring an emergency.

Mr. Brock reported this will increase the blanket purchase order for the change in bonds for the Finance Department.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Resolution No. 27-2022 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 Emergency Resolution No. 27-2022 by title only.

Mrs. McElfresh moved to adopt Emergency Resolution No. 27-2022; seconded by Mr. Bellapianta. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Resolution No. 28-2022. A Resolution authorizing the City Manager to enter into an agreement for professional engineering services with Jones-Warner Consultants, Inc. for the Brittany Heights Subdivision Catch Basin Project.

Mr. Brock advised this will complete the last phase of replacing the last 30 catch basins in Brittany Heights. The cost of this service is \$30,000.



Mrs. McElfresh moved to consider this the first reading of Resolution No. 28-2022 and have it read by title only; seconded by Mr. Frentzel. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 28-2022 by title only.

Mrs. McElfresh moved to approve the first reading of Resolution No. 28-2022; seconded by Dr. Clark. Roll call vote: seven ayes. Motion carried.

Emergency Ordinance No. 2022-12. An Ordinance vacating a certain water line easement containing 2608.28 square feet no longer needed for municipal purposes and declaring an emergency.

Mr. Brock explained this Ordinance and the one following are related to the development agreement for Thorntons. This will remove the easement for the water line and Thornton will then realign the easement for water and sewer. The next Ordinance removes a deed restriction related to well head protection for well heads that are no longer present.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2022-12 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 Emergency Ordinance No. 2022-12 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2022-12; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Emergency Ordinance No. 2022-13. An Ordinance releasing certain deed restrictions no longer needed for municipal purposes and declaring an emergency.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2022-13 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2022-13 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2022-13; seconded by Mr. Bellapianta. Roll call vote: seven ayes. Motion carried.

Emergency Ordinance No. 2022-14. An Ordinance providing for the submission to the electorate of amendments to Section 4.01 and Section 4.06 of the Charter of the City of Monroe establishing term limits for members of City Council, to reduce excused absences from four to three, require the attendance of 66% of regularly scheduled meetings in a calendar year, and declaring an emergency.

Dr. Clark referred to Mayor Funk's comment during a special meeting of Council wherein he commented that he did not believe the City was ready for term limits. Dr. Clark explained that if the electors approve term limits and, hypothetically Mayor Funk, Mrs. McElfresh, Mr. Frentzel, and Mr. Callahan decide to



run again for Council in the 2023 election and were successful, their term limit could potentially end in 2031. In addition, 2031 is when the next Charter Review Commission would be appointed.

Following discussion with Law Director Callahan, the Clerk of Council noted that the effective date of this legislation should have been changed to January 1, 2024 as opposed to January 1, 2022. Law Director Callahan advised that this change has already been made and doesn't need Council action to change the date since the legislation has not been introduced.

Law Director Callahan noted this allows for those running for office to know that they are going to have term limits if this is passed by the electorate.

Mr. Frentzel brought up the possibility of having four vacant seats and only three members of Council would not be a quorum to make appointments to fill vacancies.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2022-14 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2022-14 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2022-14; seconded by Mr. Frentzel. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Emergency Ordinance No. 2022-15. An Ordinance providing for the submission to the electorate of amendments to the Charter of the City of Monroe, Ohio, to provide for gender neutral references; require Council proceedings on public media platforms; include additional duties of the City Manager; add or eliminate departments; and declaring an emergency.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2022-15 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Dr. Clark. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2022-15 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2022-15; seconded by Mr. Wagner. Roll call vote: six ayes; one nay (Callahan). Motion carried.

Emergency Ordinance No. 2022-16. An Ordinance providing for the submission to the electorate of amendments to the Charter of the City of Monroe, Ohio, to amend what is to be adopted by an ordinance; permit legislation to be read by title only unless otherwise indicated; all resolutions to become effective immediately; increase the time limit for zoning public hearings from 30 to 60 days; eliminate the requirement for Council to authorize obtaining bids; and declaring an emergency.



Mr. Brock reported that the bond amendment was removed from this Charter amendment due to the need for an additional discussion on how much of a levy would be needed should the bond amendment to go forward.

Mrs. McElfresh moved to suspend the rule requiring the reading of Emergency Ordinance No. 2022-16 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Emergency Ordinance No. 2022-16 by title only.

Mrs. McElfresh moved to adopt Emergency Ordinance No. 2022-16; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2022-17. An Ordinance accepting a 20 foot water main easement from the Monroe Local School District Board of Education.

Mr. Brock reported this is accepting an easement from the Monroe Local School District allowing the City to loop the line to the Trails of Todhunter Subdivision.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2022-17 and have it read by title only; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2022-17 by title only.

Mrs. McElfresh moved to approve the first reading of Ordinance No. 2022-17; seconded by Dr. Clark. Roll call vote: seven ayes. Motion carried.

Administrative Reports

- Strategic Plan Update

Mr. Brock provided a quarterly update on the Strategic Plan:

- **Revisit Charter Review Recommendations** – Completed this evening.
- **Personnel Policy Manual Modernization and Union Contract Review** – the HR Manager is going to present to Council condensing the Personnel Policy Manual.
- **Plan a Budget Retreat for Prioritization of Program Areas and Planning of Future Expenses** – We have asked the department heads to begin putting their budget requests in the system by the end of July. Mr. Brock requested input from Council on what they would like to see during the retreat.
- **Identify and Prioritize Uses for ARPA Funds** – We are getting recommendations from department heads and then we will prioritize those recommendations during the retreat.
- **Public Works Facility Planning. Review Needs and Identify Property Needed for Future Facilities** – A Public Works Committee meeting will be held this week to help move this project forward.



- **Expand City Fiber Network to Provide Backbone that will Encourage Carriers to Provide Fiber to the Home of all City Residents and Encourage Economic Development** – We have talked about that at Technology Committee and will be providing them with additional information. Mr. Brock has a meeting with Cincinnati Bell next week.
- **Plan and Budget for Increase Need of Public Safety Dispatching** – Mr. Brock has reviewed recommendations from staff. This will be brought to the Public Safety Committee.
- **Addition of Battalion Chief Positions in the Fire Department** – Council has approved these positions.
- **Succession Planning and Executive Compensation** – This will be a discussion at the first Council meeting of every month.
- **Update Zoning Code, Map and Other Ordinances to Reflect the Priorities of the Comprehensive Plan** – Mr. Smith has advertised for a request for qualifications to move forward with this.
- **Implement the Bicentennial Commons Master Plan** – This was discussed this evening and staff has direction.
- **Economic Development Plan that Identifies Strategic Growth Opportunities and Provides and Incentive Matrix** – Mrs. Patterson is working to pull the CIC together to have discussions over the next two months.
- **Engage Community in “Big Ticket” Items from Comprehensive Plan** – We want to re-evaluate those items and will have a separate survey on that.
- **Conduct Community Surveys to Gauge Public Opinions on Services Provided** – Mrs. Patterson is compiling survey questions.

Mr. Bellapianta asked Mr. Brock if he has heard anything additional in working with the School Board. Mr. Brock replied that he met with the Superintendent and expect to have a joint meeting in the fall.

Adjournment

Mr. Frentzel moved to adjourn; seconded by Mr. Bellapianta. Voice vote. Motion carried.

The regular meeting of Council adjourned at 7:32 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council



**Public Works Committee of Council
June 30, 2022 – 4:00 p.m.
233 South Main Street, Monroe, Ohio**

The Public Works Committee of Council met at 4:00 p.m. on June 30, 2022 in the Council Library located at 233 South Main Street, Monroe, Ohio.

Present were: Tom Callahan, Council Member; Marc Bellapianta, Council Member; Ben Wagner, Council Member; William J. Brock, City Manager; Gary Morton, Director of Public Works, Kacey L. Waggaman, Assistant City Manager; and Angela S. Wasson, Assistant to the City Manager/Clerk of Council.

Mr. Morton gave a presentation on various locations being considered for a new Public Works facility. Mr. Morton would like to have this completed by 2025.

Mr. Morton explained that in site selection consideration is given to how long it takes the trucks to hit the main roads during snow events; easy for the public to find, and comfortable and large enough to meet with families when they are looking at lots in the cemeteries; and flat land with pre-existing natural drainage as opposed to land that requires significant grading during construction.

1. Cincinnati Commercial Construction proposed to build on their property located on Edison Drive. It would be 18,190 square feet for office space, which is sufficient for current staff, not future staff. It includes a mechanics garage, a new salt barn, and a drying bed. The landowner is willing to do a design build project and willing to do a lease to own option on the building. It will require extensive re-grading to avoid future flooding. The land is for sale right now and it may reduce the available footprint for development.
2. Southeast corner of State Route 63 and Salzman. Mr. Morton was of the opinion this site would be the best as it has direct access to State Route 63, land is flat with natural drainage to a waterway, landowner may be selling what is needed versus the entire parcel, land is appropriately zoned as it is located in a commercial area. Brief discussion has been had with the property owner, so it is not definite that the property owner would be willing to sell the property.
3. 29.13 acre tract on Garver Road. The negative points of this property are: a) unknown if owner is interested in selling; b) location would increase reaction time; c) site abuts residential properties; and d) may require buying more acreage than needed.
4. The current facility located at 1000 Holman Avenue. The City currently owns the land and there is 35 acres surround the property for sale. The negative points are: a) not enough land currently owned; b) topography issues with the location of a stream; c) public has a difficult time finding their offices; d) fallout that is airborne from Cliffs slag pile on City and personal property; e) owner of surrounding land will only sell



property in its entirety; and f) temporary relocation during construction is an added cost.

Mrs. Waggaman explained that you can issue bond anticipation notes or short-term notes that would be enough to purchase the land and then we would look at long-term notes for the construction that typically have one year terms. The cost of the building is estimated between \$14 million and \$15 million. There is the possibility that we could pay cash for a portion of this.

Mr. Morton noted that all of the sites that have been looked at so far has utilities available.

Mr. Brock commented that the purpose of the meeting was to update the Committee on where staff is on this process.

In conclusion, Mr. Morton advised that the next steps are engage an architect for final design, site analysis, and cost estimates; select a preferred site; and issue bond anticipation notes.

The Public Works Committee meeting adjourned at 5:44 p.m.

Respectfully submitted,

Angela S. Wasson, MMC
Clerk of Council

RESOLUTION NO. 29-2022

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT BY AND BETWEEN THE CITY OF MONROE AND FIDELITY HEALTH CARE TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM.

WHEREAS, an employee assistance program provides employees with aid for resolving a broad range of issues, both personal and professional; and

WHEREAS, Council deems it in the best interest of the City's employees to continue to provide this assistance, as well as training to avoid an adverse impact on employee performance.

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

SECTION 1: The City Manager is hereby authorized to enter into an agreement by and between the City of Monroe and Fidelity Health Care to provide an employee assistance program pursuant to the terms and conditions set forth on Exhibit "A" attached hereto and made a part hereof.

SECTION 2: This measure shall be retroactive to August 1, 2022.

SECTION 3: This measure shall take effect and be in full force from and after the earliest period allowed by law.

PASSED:_____

ATTEST:

APPROVED:

Clerk of Council

Mayor

First Reading:_____

Exhibit "A" Res No. 29-2022

AGREEMENT

THIS AGREEMENT is entered into as of the 10th day of June 2022, by and between, hereinafter EMPLOYEECARE and CITY OF MONROE hereinafter "COMPANY."

WITNESSETH:

WHEREAS, Fidelity Health Care owns and operates an employee assistance program known as "EmployeeCare"; and,

WHEREAS, COMPANY wishes to obtain employee assistance services from EMPLOYEECARE and EMPLOYEECARE wishes to provide such services.

NOW THEREFORE, in consideration of the mutual promises, terms and conditions hereinafter set forth, it is hereby agreed to by the parties as follows:

I. RESPONSIBILITIES OF THE PARTIES

A. Responsibilities of EMPLOYEECARE:

1. To provide employee assistance services for staff of COMPANY and their eligible dependents and/or individuals living within household with up to (6) counseling sessions per occurrence based on counseling intervention and assessment.
2. To act as a referring agency when additional resources are needed.
3. To provide quality assessment and treatment.
4. To maintain due regard for confidentiality concerning employee assistance matters; except for those instances mandated by The State of Ohio to report. All other information and all other records created by or through EMPLOYEECARE in performing its services under this Agreement shall be and remain the sole property of EMPLOYEECARE and COMPANY shall have no right to access or review such materials.
5. To provide requested workshops/trainings for all staff on relevant topics, including, but not limited to, "The Importance of Self-Care," "Compassion Fatigue," "De-Escalation & Managing Conflict," and "Dimensions of Wellness."
6. To introduce employees to the advantages of an employee assistance resource through the distribution of written promotional materials, including monthly newsletters and to provide orientation sessions for all employees at no additional charge.

7. To maintain access to a twenty-four-hour crisis line.
8. To employ assessment testing when needed.
9. To provide utilization reports indicating service(s) utilized.
10. To provide on-site supervision of the EmployeeCare, Employee Assistance Program counselors by the program manager of Workplace Well-Being Solutions.
11. To provide professional liability insurance in the amount of at least \$1,000,000 per occurrence and \$3,000,000 aggregate per year. A certificate of such insurance shall be furnished to COMPANY upon request.
12. To provide employees of COMPANY with employee assistance services as described in the Employee Assistance Programs Proposal submitted by EMPLOYEECARE to COMPANY as detailed in the Capitated Full Contract:
 - a. Item F Coverage under **SERVICE DESCRIPTION** shall be titled "Lite Access" and shall read: EMPLOYEECARE will provide employee assistance services for all staff and members living in the household of COMPANY with up to six (6) counseling sessions per occurrence.
 - b. Item M Cost under **SERVICE DESCRIPTION** shall read: The cost for EmployeeCare is \$6.50 per employee count, per quarter, with up to six (6) sessions per occurrence. All workshops, trainings and critical incident stress debriefings will be at a cost of \$150.00 an hour beyond the four hours of workshops/trainings that are included for employees. Organizations are billed each quarter according to employee count. There are no hidden fees or special charges ever made for EmployeeCare services. The employee never has out-of-pocket charges and an organization's insurance will never be billed for any service rendered by EmployeeCare. The Capitated Lite Contract is detailed on Exhibit A – Fee Schedule.
13. EMPLOYEECARE agrees to indemnify and hold harmless COMPANY, its agents, employees, and affiliated entities and persons, from and against all claims, damages, losses, suits, actions, causes of action, expenses, and costs arising out of this Agreement and caused by the negligent or intentional acts or omissions of EMPLOYEECARE, its employees, directors, officers or agents.

B. Responsibilities of COMPANY:

1. To compensate EMPLOYEECARE with quarterly payments of \$6.50 per employee, per quarter and \$150.00 an hour for workshops, trainings and critical incident stress debriefings beyond the four (4) hour contract allowance for employees.
2. COMPANY agrees to indemnify and hold harmless EMPLOYEECARE, their agents, employees, and affiliated entities and persons, from and against any and all claims, damages, losses, suits, actions, causes of action, expenses, and costs arising out of this Agreement and caused by the negligent or intentional acts or omissions of COMPANY, its employees, directors, officers or agents.

II. GENERAL PROVISIONS

A. Independent Contractors. It is mutually understood and agreed that the parties are at all times acting and performing as independent contractors under this Agreement.

B. Assignments Prohibited. Nothing in this Agreement shall be construed to permit assignment by either party of any rights or duties under this Agreement and such assignment is expressly prohibited.

C. Terms of Agreement; Termination. This Agreement shall remain in full force and effect for a term of one (1) year commencing August 1st, 2022 and concluding on August 1st, 2023 with an automatic renewal unless terminated as otherwise provided herein.

Notwithstanding the above, either party may terminate this Agreement at any time for any reason upon thirty (30) days written notice.

D. Survival of Invalid Terms. If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction or other governmental body to be invalid, void or unenforceable, the remainder of the provisions shall remain in full effect and shall in no way be affected, impaired or invalidated.

E. Construction of Agreement. The language in all parts of this Agreement shall in all cases be simply construed according to its fair meaning and not strictly for or against the COMPANY or EMPLOYEECARE. The headings preceding each paragraph are for convenience only and shall not in any way be construed to affect the meaning of the paragraphs themselves.

F. Notices. Any notices permitted or required to be given under this Agreement shall be effective when deposited, postage paid, in the United States mail and addressed to the parties as follows:

If to EMPLOYEECARE: Abbie Baity
 Program Manager Workplace Well-Being Solutions
 Fidelity Health Care, Premier Community Health
 3170 Kettering Blvd.
 Moraine, Ohio 45439

If to COMPANY: Sarah Hunold
 Human Resources Manager
 City of Monroe, Ohio
 233 South Main Street
 Monroe, Ohio 45050

G. Modifications. This Agreement may only be modified by a writing signed by both parties.

H. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to EMPLOYEECARE services and supersedes all prior agreements whether oral or written.

I. Governing Law. This Agreement shall be governed by the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF MONROE

FIDELITY HEALTH CARE, EMPLOYEECARE

By: _____

By: Abbie Baity

Date: _____

Date: 6/20/2022

Sarah Hunold
Human Resources Manager

Abbie Baity
Program Manager, Workplace Well-Being Solutions

Exhibit A – Fee Schedule

2022-2023

Prices inclusive of all fees

EAP Contract Features	Capitated Lite Inclusive pricing based upon employee count. Invoiced quarterly.
1. EAP Orientation ¹	●
2. Newsletters ¹	●
3. Aggregate Reporting ¹	●
4. Utilization Reports ¹	●
5. Access to 24/7 Crisis Line ¹	●
6. Consultation Services	●
7. Counseling Sessions ²	Up to 6/issue
8. SAP Services ³	●
9. Workshops/Trainings	4/year
Per Member Per Quarter Costs:	\$6.50
Yearly Costs Based Upon Census ⁴ :	\$3,744.00

1. Baseline services included in all contracts.
2. Includes members living in the household.
3. Substance Abuse Professional Services consistent with Department of Transportation (DOT) regulations.
4. Based upon current census: 144.

EMERGENCY RESOLUTION NO. 30-2022

A RESOLUTION ADOPTING THE TAX BUDGET FOR THE CITY OF MONROE, OHIO, FOR THE 2023 FISCAL YEAR AND DECLARING AN EMERGENCY.

WHEREAS, a public hearing has been held on the Tax Budget for the next succeeding fiscal year; and

WHEREAS, two copies of such Tax Budget have been on file in the office of the Director of Finance for public inspection; and

WHEREAS, Council desires to adopt such Tax Budget before July 15, 2022, pursuant to the Ohio Revised Code.

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

SECTION 1: The Tax Budget for the fiscal year of the City ending December 31, 2023, in the form marked Exhibit "A" attached hereto and made a part hereof is hereby adopted as the Tax Budget for the City for the next succeeding fiscal year.

SECTION 2: The Clerk of Council is hereby directed to file such Tax Budget and a certified copy of this Resolution with the County Auditors of Butler and Warren Counties on or before July 20, 2022.

SECTION 3: 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 adopt the Tax Budget prior to the deadline of July 15, 2022. Therefore, this measure shall take effect and be in full force from and after its passage.

PASSED: _____

ATTEST:

APPROVED:

Clerk of Council

Mayor

City of MONROE

BUTLER & WARREN County, Ohio

(Date) _____

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.

To the Auditor of said County:
The following Budget year beginning **January 1, 2023** has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed _____
Title CLERK OF COUNCIL

FUND NAME: GENERAL FUND (1110)

EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

DESCRIPTION	Budget Year Actual <u>2020</u>	Budget Year Actual <u>2021</u>	Budget Year Estimated for <u>2022</u>	Budget Year Estimated for <u>2023</u>
REVENUES				
Local Taxes				
General Property Tax --- Real Estate	\$ 744,547	\$ 1,028,034	\$ 1,028,034	\$ 1,028,034
Municipal Income Tax	11,097,512	12,441,520	13,600,000	14,960,000
Hotel/Motel Tax	72,297	130,540	130,540	130,540
Admissions Tax	29,981	38,398	38,000	38,000
Total Local Taxes	\$ 11,944,337	\$ 13,638,492	\$ 14,796,574	\$ 16,156,574
State Shared Taxes				
Homestead/Rollback	67,021	77,310	77,000	77,000
Local Government	261,709	302,315	302,315	347,663
Cigarette Tax	353	300	350	350
Liquor & Beer Permits	2,237	8,148	12,250	8,148
Total State Shared Taxes	\$ 331,320	\$ 388,073	\$ 391,915	\$ 433,161
Intergovernmental Revenues				
Racino JEDD - Unrestricted	396,572	362,477	412,600	412,600
Racino JEDD - Interchange	109,968	100,514	114,400	114,400
Federal Grants or Aid	-	-	-	-
State Grants or Aid	12,500	-	-	-
Total Intergovernmental Revenues	\$ 519,040	\$ 462,990	\$ 527,000	\$ 527,000
Charges for Services	\$ 375,465	324,439	398,300	398,300
Fines & Forfeitures	\$ 89,664	146,202	89,700	89,700
Fees, Licenses, & Permits				
Building Permits	426,877	240,869	466,400	466,400
Cable Franchise Fees	143,126	143,089	147,200	147,200
Other Fees, Licenses, & Permits	39,235	42,982	66,100	66,100
Total Fees, Licenses, & Permits	\$ 609,238	\$ 426,940	\$ 679,700	\$ 679,700
Special Assessments	\$ -	\$ -		
Investment Earnings	\$ 205,728	\$ 110,598	\$ 205,800	\$ 205,800
Other Revenue	\$ 291,489	\$ 9,312	\$ 7,500	\$ 7,500
Other Financing Sources:				
Advances	415,000	82,000	-	-
Other Sources	372,529	821,080	16,400	16,400
Total Other Financing Sources	\$ 787,529	\$ 903,080	\$ 16,400	\$ 16,400
TOTAL REVENUE	\$ 15,153,809	\$ 16,410,126	\$ 17,112,889	\$ 18,514,135

FUND NAME: GENERAL FUND, CONTINUED
FUND TYPE/CLASSIFICATION: GOVERNMENTAL - GENERAL

EXHIBIT I

DESCRIPTION	Budget Year Actual <u>2020</u>	Budget Year Actual <u>2021</u>	Budget Year Estimated for <u>2022</u>	Budget Year Estimated for <u>2023</u>
EXPENDITURES				
Security of Persons & Property				
Personal Services	\$ 418,056	\$ 575,284	\$ 681,213	\$ 715,274
Operating Expenditures	33,140	51,203	106,050	108,171
Other Financing Uses	4,810,259	5,900,000	6,100,000	5,901,000
Total Security of Persons & Property	\$ 5,261,454	\$ 6,526,487	\$ 6,887,263	\$ 6,724,445
Leisure Time Activities				
Personal Services	216,266	246,791	161,337	169,404
Operating Expenditures	125,906	168,083	279,000	284,580
Total Leisure Time Activities	\$ 342,172	\$ 414,874	\$ 440,337	\$ 453,984
Basic Utility Services				
Operating Expenditures	260,366	327,710	606,970	619,109
Other Financing Uses	1,010,000	1,400,000	1,270,000	1,428,000
Total Basic Utility Services	\$ 1,270,366	\$ 1,727,710	\$ 1,876,970	\$ 2,047,109
General Government				
Personal Services	1,680,003	2,402,924	3,242,996	3,405,146
Operating Expenditures	1,611,095	1,572,817	2,574,725	2,626,220
Other Financing Uses	1,282,967	740,296	675,000	667,080
Total General Government	\$ 4,574,065	\$ 4,716,037	\$ 6,492,721	\$ 6,698,446
Other Uses of Funds				
Transfers	1,792,000	5,205,300	1,895,180	1,895,180
Advances	-	-	-	-
Other Uses of Funds	(110,482)	31,396	-	-
Total Other Uses of Funds	\$ 1,681,518	\$ 5,236,696	\$ 1,895,180	\$ 1,895,180
TOTAL EXPENDITURES	\$ 13,129,574	\$ 18,621,804	\$ 17,592,471	\$ 17,819,164
Revenues Over (Under) Expenditures	\$ 2,024,234	\$ (2,211,678)	\$ (479,582)	\$ 694,971
Beginning Unencumbered Fund Balance				
(Use Actual Cash Balance in Col. 2 and 3)	\$ 5,296,326	\$ 7,320,561	\$ 4,104,171	\$ 3,624,590
Ending Cash Balance	7,320,561	5,108,882	3,624,590	4,319,561
Estimated Encumbrances (outstanding at year end)	484,243	1,004,711	-	-
Estimated Ending Unencumbered Fund Balance	\$ 6,836,317	\$ 4,104,171	\$ 3,624,590	\$ 4,319,561

FUND NAME: FIRE & EMS LEVY FUND (2310)**EXHIBIT II****FUND TYPE/CLASSIFICATION: SPECIAL REVENUE - OPERATING LEVY**

This Exhibit is to be used for any fund receiving property tax revenue, except the General Fund

Reproduce as needed

DESCRIPTION	Budget Year Actual <u>2020</u>	Budget Year Actual <u>2021</u>	Budget Year Estimated for <u>2022</u>	Budget Year Estimated for <u>2023</u>
REVENUE				
General Property Tax ----Real Estate	\$ 1,175,701	\$ 1,259,381	\$ 1,245,000	\$ 1,259,381
Homestead/Rollback	88,890	85,219	96,600	85,219
Other Intergovernmental Revenue	-	-	-	-
Charges for Services	524,891	676,187	600,000	600,000
Other Revenue	16,506	46,766	18,500	30,000
Other Financing Sources (Public Safety)	-	-	1,000,000	1,300,000
Other Financing Sources	2,253,358	2,700,000	2,700,000	2,041,000
TOTAL REVENUE	\$ 4,059,346	\$ 4,767,552	\$ 5,660,100	\$ 5,315,600
EXPENDITURES				
Security of Persons & Property				
Personal Services	2,788,308	3,743,187	4,697,317	4,932,183
Operating Expenditures	811,479	544,762	689,343	703,130
Capital Outlay	-	356	-	-
Other (Unpaid Liabilities)	(4,505)	(23,405)	3,800	-
Total Security of Persons & Property	\$ 3,595,283	\$ 4,264,900	\$ 5,390,460	\$ 5,635,313
TOTAL EXPENDITURES	\$ 3,595,283	\$ 4,264,900	\$ 5,390,460	\$ 5,635,313
Revenues Over (Under) Expenditures	\$ 464,063	\$ 502,652	\$ 269,640	\$ (319,713)
Beginning Unencumbered Fund Balance				
(Use Actual Cash Balance in Col. 2 and 3)	\$ 123,120	\$ 587,183	\$ 1,008,394	\$ 1,278,034
Ending Cash Balance	587,183	1,089,836	1,278,034	958,321
Estimated Encumbrances (outstanding at year end)	47,129	81,442	-	-
Estimated Ending Unencumbered Fund Balance	\$ 540,054	\$ 1,008,394	\$ 1,278,034	\$ 958,321

FUND NAME: POLICE LAW ENFORCEMENT FUND (2410)
FUND TYPE/CLASSIFICATION: SPECIAL REVENUE - OPERATING LEVY

EXHIBIT II

This Exhibit is to be used for any fund receiving property tax revenue, except the General Fund

Reproduce as needed

DESCRIPTION	Budget Year Actual <u>2020</u>	Budget Year Actual <u>2021</u>	Budget Year Estimated for <u>2022</u>	Budget Year Estimated for <u>2023</u>
REVENUE				
General Property Tax ----Real Estate	561,420	605,484	652,000	652,000
Homestead/Rollback	65,415	72,608	65,600	65,600
Other Intergovernmental Revenue	18,858	14,434	9,800	9,800
Charges for Services	56,468	178,305	220,000	220,000
Other Revenue	4,078	6,005	3,700	3,700
Other Financing Sources (Public Safety)	-	-	1,100,000	1,400,000
Other Financing Sources	2,561,086	3,200,000	2,700,800	3,160,800
TOTAL REVENUE	\$ 3,267,325	\$ 4,076,835	\$ 4,751,900	\$ 5,511,900
EXPENDITURES				
Security of Persons & Property				
Personal Services	2,697,853	2,927,381	4,281,544	4,495,621
Operating Expenditures	468,873	456,628	627,114	639,656
Other (Unpaid Liabilities)	61,421	40,623	-	-
		-		
Total Security of Persons & Property	\$ 3,228,147	\$ 3,424,632	\$ 4,908,658	\$ 5,135,277
TOTAL EXPENDITURES	\$ 3,228,147	\$ 3,424,632	\$ 4,908,658	\$ 5,135,277
Revenues Over (Under) Expenditures	\$ 39,178	\$ 652,203	\$ (156,758)	\$ 376,623
Beginning Unencumbered Fund Balance (Use Actual Cash Balance)	\$ 38,569	\$ 77,746	\$ 653,095	\$ 496,337
Ending Cash Balance	77,746	729,950	496,337	872,960
Estimated Encumbrances (outstanding at year end)	15,375	76,855	-	-
Estimated Ending Unencumbered Fund Balance	\$ 62,372	\$ 653,095	\$ 496,337	\$ 872,960

EXHIBIT III

FUND List All Funds Individually Unless Reported on Exhibit I or II	Estimated Unencumbered Fund Balance 1/1/2023	Budget Year Estimated Receipt	Total Available for Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2023
				Personal Services	Other	Total	
SPECIAL REVENUE:							
2101 - Public Safety Income Tax	\$ 611,498	\$ 3,170,000	\$ 3,781,498	\$ -	\$ 2,700,000	\$ 2,700,000	\$ 1,081,498
2210 - Street	469,047	2,300,000	2,769,047	1,470,000	500,000	1,970,000	799,047
2220 - State Highway	16,207	90,000	106,207		90,000	90,000	16,207
2230 - Motor Vehicle License	2,013	-	2,013		2,013	2,013	0
2330 - Public Safety FEMA Grant	8,683	2,700	11,383		8,000	8,000	3,383
2350 - Coronavirus Relief Fund	-	-	-	-	-	-	-
2420 - DARE Grant	4,412	6,800	11,212	-	6,500	6,500	4,712
2430 - Enforcement & Education	4,831	1,400	6,231		3,300	3,300	2,931
2440 - Federal Asset Forfeiture	13,735	-	13,735		-	-	13,735
2450 - Ohio Peace Officer Training	22,560	-	22,560		-	-	22,560
2510 - Court Technology Improvement	4,048	8,000	12,048		9,300	9,300	2,748
2620 - 2004 TIFs	30,771	2,300,000	2,330,771		2,000,000	2,000,000	330,771
2720 - 2004 RIDs	733,717	3,700,000	4,433,717		4,000,000	4,000,000	433,717
TOTAL SPECIAL REVENUE FUNDS	\$ 1,921,523	\$ 11,578,900	\$ 13,500,423	\$ 1,470,000	\$ 9,319,113	\$ 10,789,113	\$ 2,711,310
DEBT SERVICE FUNDS:							
4110 - G.O. Bond Retirement	328,094	795,180	1,123,274		821,000	821,000	302,274
4210 - Water Bond Retirement	239,789	250,000	489,789		380,000	380,000	109,789
4310 - S.A. Bond Retirement	-	1,125,000	1,125,000		1,125,000	1,125,000	-
4410 - Income Tax Bond Retirement	338,869	614,000	952,869		614,000	614,000	338,869
4610 - Corridor 75 Park LTD TIF	124,941	-	124,941		-	-	124,941
TOTAL DEBT SERVICE FUNDS	\$ 1,031,693	\$ 2,784,180	\$ 3,815,873	\$ -	\$ 2,940,000	\$ 2,940,000	\$ 875,873
CAPITAL PROJECT FUNDS:							
3101 - Capital Income Tax	163,357	1,360,000	1,523,357		1,165,800	1,165,800	357,557
3110 - Park Improvement	78,158	300,000	378,158		300,000	300,000	78,158
3120 - Capital Improvement	4,113,896	1,500,000	5,613,896		5,590,000	5,590,000	23,896
3620 - CPO TIF - Capital	24,880	-	24,880		-	-	24,880
TOTAL CAPITAL PROJECTS	\$ 4,380,291	\$ 3,160,000	\$ 7,540,291	\$ -	\$ 7,055,800	\$ 7,055,800	\$ 484,491
SPECIAL ASSESSMENT FUNDS:							
5110 - S.A. Street Lighting	104	4,250	4,354		2,600	2,600	1,754
TOTAL SPECIAL ASSESSMENTS	\$ 104	\$ 4,250	\$ 4,354	\$ -	\$ 2,600	\$ 2,600	\$ 1,754
PROPRIETARY: ENTERPRISE FUNDS							
6110 - Water	1,097,266	3,155,800	4,253,066	725,200	3,430,000	4,155,200	97,866
6111 - Water Reserve	-	-	-		-	-	-
6120 - Water Capital Improvements	58,150	1,450,000	1,508,150		1,450,000	1,450,000	58,150
6125 - Water Meter & Read System Repl	177,019	135,500	312,519		205,000	205,000	107,519
6210 - Sewer	98,382	1,250,000	1,348,382	98,000	1,200,000	1,298,000	50,382
6310 - Storm Water	41,458	850,000	891,458	240,000	630,000	870,000	21,458
6410 - Garbage	217,686	1,014,600	1,232,286	70,000	910,000	980,000	252,286
6510 - Cemetery	128,172	95,900	224,072	40,000	80,000	120,000	104,072
6610 - Streetlight	8,297	125,000	133,297		125,000	125,000	8,297
TOTAL ENTERPRISE FUNDS	\$ 1,826,429	\$ 8,076,800	\$ 9,903,229	\$ 1,173,200	\$ 8,030,000	\$ 9,203,200	\$ 700,029
FIDUCIARY: TRUST AND AGENCY FUNDS							
7100 - Cemetery Maintenance Trust	67,671	6,000	73,671		-	-	73,671
7110 - Mound Cemetery Trust	60,674	1,200	61,874		10,000	10,000	51,874
7120 - Long Street Trust	2,352	100	2,452		250	250	2,202
7310 - Fire Historic Preservation	1,471	-	1,471		-	-	1,471
7320 - Fire Loss Security	21,371	-	21,371		-	-	21,371
7410 - Drug Law Enforcement Trust	80,924	17,100	98,024		20,000	20,000	78,024
TOTAL TRUST AND AGENCY FUNDS	\$ 234,463	\$ 24,400	\$ 258,863	\$ -	\$ 30,250	\$ 30,250	\$ 228,613

ORDINANCE NO. 2022-17

AN ORDINANCE ESTABLISHING PART EIGHTEEN, TITLE TWO, CHAPTER 1801 OF THE CODIFIED ORDINANCES OF THE CITY OF MONROE TO ESTABLISH A HISTORIC PRESERVATION COMMISSION.

WHEREAS, the State of Ohio facilitates the establishment of local preservation legislation by way of Home Rule Authority; and

WHEREAS, the City of Monroe (the “City”) is cognizant of the benefits of historic preservation towards the protection of property values, the enhancement of economic development, and fostering civic pride; and

WHEREAS, the City desires to preserve its heritage and history by assuring that regulations are established which will allow for the creation of a commission and process for review of construction, alterations, additions or demolitions within designated historic boundaries for compliance with adopted legislation; and

WHEREAS, the Ohio Historic Connection provides a Certified Local Government program to promote statewide historic preservation initiatives; and

WHEREAS, in their meeting held on June 14, 2022, the City Council directed the City Manager to make application to the Ohio Historic Connection for membership as a Certified Local Government community; and

WHEREAS, Certified Local Government communities are required to have a qualified commission of at least five members who designate historic properties and review proposed changes to the historic environment; and

WHEREAS, the City of Monroe desires to become a Certified Local Government.

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

SECTION 1: Title Six of the Codified Ordinances is hereby amended so the title reads “Historic Preservation Commission.”

SECTION 2: Title Six is hereby supplemented as follows:

“CHAPTER 1801 – HISTORIC PRESERVATION COMMISSION

1801.01 Purpose.

This Chapter is adopted to secure and provide the establishment and creation of a Historic Preservation Commission for the City of Monroe. The provisions of this Chapter shall apply to the

entire incorporated land areas of the City of Monroe of Butler and Warren Counties, in the State of Ohio:

- (A) To safeguard the heritage of the City by preserving sites and structures which reflect elements of the City's cultural, social, economic, political, archaeological history or architectural history;
- (B) To stabilize and improve property values;
- (C) To protect and enhance the City's attractions to residents, tourists and visitors, and serve as a support and stimulus to business and industry;
- (D) To enhance the visual and aesthetic character, diversity, and interest of the City;
- (E) To foster civic pride in the beauty and notable accomplishments of the past;
- (F) To promote the use and preservation of historic and archaeological sites and structures for the education and general welfare of the people of the City;
- (G) To strengthen the economy of the City;
- (H) To take whatever steps as may be necessary to safeguard the property rights of the owner(s) whose property is declared to be a historic structure, or is located in the area designated as a Monroe Historic District, and act in an advisory role to City officials and departments of Monroe's governmental system;
- (I) Review all certificates of appropriateness application as defined by the Secretary of the Interior's Standards for Rehabilitation.

1801.02 Title.

This Commission shall be known and may be cited as the "City of Monroe Historic Preservation Commission" or referred to as the "Historic Preservation Commission" or the Commission".

1801.03 Definitions.

The following definitions shall apply only to the provisions of this Chapter:

"Addition" means any act or process that changes one or more of the exterior architectural features of a building or structure by adding to, joining with, or increasing the size or capacity of the building or structure.

"Alter or Alteration" means any material change in external architectural features of any property, including but not limited to the creation, construction, reconstruction, or removal of the building or structure which lies within a City of Monroe corporate boundaries or has been listed under the provisions of this section, but not including demolition or removal.

"Building" means, for purposes of this policy, any historic structure created for the support, shelter or enclosure of persons, animals, or property of any kind having a roof supported by columns or walls, and which is permanently affixed to the land within the corporate boundaries of the City of Monroe.

"Certificate of Appropriateness" means a certificate issued by the Historic Preservation Commission indicating that a proposed change, alteration or demolition of a historic building or structure or within a historic site or district, is in accordance with the provisions of this Chapter and local design guidelines.

“Change” means any alteration, demolition, removal, or construction involving any property subject to the provisions of this chapter.

“Code Official” means any official duly appointed by the City Manager who is charged with the administration and enforcement of this Chapter.

“Construction” means the act of constructing an addition to an existing structure or the erection of a new principal or accessory structure on a lot, property, or tract of land.

“Demolish or Demolition” means the razing or removal, in whole or in part, of any structure.

“Exterior Architectural Feature” means the architectural treatment in general arrangement of such scale and portion of the exterior of a structure as is designated to be exposed to public view, including the kind and texture of the building materials, and the type of all windows, window lites, doors, structure massing, lights, signs, and any other fixtures appurtenant to such portion.

“Historic District” means any area designated by ordinance of City Council which may contain within definable geographic boundaries, buildings, structures, or sites of historic, architectural or archaeological significance.

“Historic Preservation Commission” means the commission established under the provisions of this Chapter.

“Historic Site” means a premises that contains something of archaeological or historical significance, which may or may not include a historic structure or be wholly within a Historic District. A historic site may comprise the property owned by more than one person and include planned landscape features.

“Historic Structure” means any building or structure which has historic, architectural or archaeological significance and has been so designated according to the provisions of this chapter. The significance of a property to the history, architecture, archaeology, engineering, or culture of a community, state, or the nation. It may be achieved in several ways:

- (1) Association with broad pattern of history, events, activities, or patterns
- (2) Association with important persons
- (3) Distinctive physical characteristics of design, Construction, or form
- (4) Potential to yield information important in history or prehistory (archaeology)

“Landmark(s)” means any building, structure or archaeological site that has been designated as a “Landmark(s)” by ordinance of the City Council, pursuant to procedures prescribed herein, that is worthy of preservation, restoration or rehabilitation because of its historic, architectural or archaeological significance

“Owner(s)” means the owner(s) of record.

“Historic Preservation or Preservation” means the act or process of applying measures necessary to sustain the existing form, integrity and materials of an historic property.

“Person(s)” means an individual, corporation, partnership, or any other group acting as a unit.

“Reconstruction” means the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

“Rehabilitation” means the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features, which convey its historical, cultural, or architectural values.

“Restoration” means the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the

restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

“Structure” means, for purposes of this policy, that which is built or constructed or a portion thereof where the use of which requires permanent location on the ground, or attachment to something having a permanent location on the ground within the Historic District.

Whenever the words: “Addition”, “Alteration”, “Building”, “Change”, “Construction”, “Demolition”, “Exterior Architectural Feature”, “Historic District”, “Historic Site”, “Historic Structure”, “Reconstruction”, “Restoration”, “Rehabilitation”, “Structure” are stated in this Chapter, they shall be construed as though they were followed by the words “or any part thereof.”

1801.04 Historic Preservation Commission: Qualifications of Members.

- (A) This Historic Preservation Commission shall consist of five (5) members. All members should have, to the highest extent possible, a recognized knowledge and/or a known interest in Historic Preservation together with a determination to work for the overall improvement of the Commission. The City shall make every effort to assure that at least two members shall be preservation related professional members from the fields of architecture, architectural history, history, archaeology, planning or a related discipline. In the event that fewer than two (2) members of the Commission meet the above professional standing, up to two (2) residents or non-residents may be appointed as ad-hoc, non-voting members to advise the Commission as needed. In addition, one member of the Commission shall be a member of the Monroe Historical Society.
- (B) Each member of the Commission shall have been a resident of the City for not less one (1) year prior to their appointment to the Commission and shall continue to reside in the City during their term in office.
- (C) Members, including ad-hoc, shall be appointed by the City Council for a period of two (2) years. Initial appointments shall be for a staggered term with two (2) members being appointed for three (3) year terms, and three (3) members being appointed for two (2) year terms.
- (D) Vacancies shall be filled by appointment by the City Council for the unexpired term of the member affected.

1801.05 Organization of Officers

- (A) The members of the Commission shall choose, annually, members to serve as Chair, Vice-Chair and Secretary, for a period of one (1) year or until their successor has been chosen.
- (B) The Commission shall adopt and maintain rules of procedures. These rules shall be reviewed annually and made available for public inspection.
 - (1) At least four (4) meetings a year held at regular intervals

(2) Review decisions made in a public forum, applicants notified of meeting's and advised of decisions.

(3) The Commission shall keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions all of which shall be a public record and be immediately filed in the office of the Clerk of Council.

(4) Annually, the Commission shall prepare a report to City Council detailing all Commission activities including but not limited to cases, decisions, special projects and qualifications of current members. Said report shall be kept on file by the Clerk of Council and available for public inspection.

1801.06 Additional Powers and Duties of the Commission

(A) Permit, by approval of the application of any property owner(s), the appropriateness of the demolition, construction, preservation, restoration, rehabilitation of any home, commercial establishment or other structure, or new construction within the designated Historic District, or any other areas, places, buildings, structures, works of art or similar objects in the City having historical significance.

(B) Conduct a continuing survey of all areas, places, buildings, structures, works of art or similar objects in the City which the Commission, on the basis of information available or presented to it, has reason to believe are, or will be eligible for designation as a historic structure. All surveys shall be in conformance with the Ohio History Connection (OHC) standards.

(C) Make recommendations for designation and historic districts to the appropriate local governing body.

(D) Establish and use written guidelines for the conservation of designated local landmark(s) and historic districts in decisions on requests for permits for alterations, demolition, or additions to listed landmark(s), buildings, and sites within historic districts.

(E) Act in an advisory role to other officials and departments of local government regarding the protection of local cultural resources.

(F) Act as a liaison on behalf of the local government to individuals and organizations concerned with historic preservation.

(G) Work for, the continuing education of the citizens of the City with respect to the historic and architectural heritage of the City, and the historic preservations designated under the provisions of this Chapter.

(H) Seek expertise when the Commission considers a National Register nomination and other actions (e.g., an archaeological site) which are normally evaluated by a professional in a

specific discipline (e.g., archaeologist), and that discipline is not represented on the Commission, before rendering its decision.

- (I) Conduct or encourage members to attend training/educational sessions at least once a year, or in-depth consultation with the OHC, pertaining to work and functions of the Commission or on specific historic preservation issues.
- (J) Additional responsibilities may be undertaken by the commission upon mutual written agreement between the OHC and the City.
- (K) Authority to establish rules and regulations consistent with the provisions of this Chapter and the spirit of its purpose to assist the Commission in evaluating applications for historic preservation designations submitted to it, the manner in which such applications are processed and the proper and orderly conduct of its business.
- (L) Seek and maintain Certified Local Government status with the Ohio Historic Connection and assume responsibility and duties of that certification, provided they do not exceed the parameters of this Chapter.

1801.07 Designation of Historic Preservation District or Listed Property

- (A) The Commission may designate, or any property owner(s) may apply, to the Commission to designate a building or property as a historical listed property and/or district. In determining whether or not to designate such building or property as a historical listed property, the Commission shall consider the following criteria with respect to such item:
 - (1) Its character, interest, or value as part of the development, heritage or cultural characteristics of the City of Monroe, the State of Ohio, or the United States.
 - (2) Its location as a site of a significant historic or archaeological event.
 - (3) Its identification with a person or persons who significantly contributed to the culture and development of the City, the State of Ohio, or the United States.
 - (4) Its exemplification of the cultural, economic, social, or historic heritage of the City.
 - (5) Its portrayal of the environment of a group of people in an era of history characterized by a distinctive architectural style.
 - (6) Its embodiment of a distinguishing characteristic of an architectural type or specimen.
 - (7) Its identification as the work of an architect or master builder whose individual work has influenced the development of the City, the State of Ohio, or the United States.
 - (8) Its embodiment of elements of architectural design, detail, materials, or craftsmanship, which represent a significant architectural innovation.
 - (9) Its unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood or, community of the City.
 - (10) Such other individual characteristics as shall be relevant to its designation as a historical listed property.

(B) In making a new designation, the Commission shall take the following actions:

- (1) The Commission shall notify the owner(s) of the property recommended for historic status of the proposal to designate their property. Whenever possible the Commission shall secure the owner(s) written consent for the proposed designation.
- (2) The Commission shall conduct a public hearing. The Commission shall cause a legal notice to be prepared and published indicating the property(s) to be designated and the time, date, and location of the hearing. The Commission shall make a determination with respect to the proposed designation within fifteen (15) days after the initial hearing date and shall notify the owner(s) in writing.
- (3) The Commission will make a recommendation to City Council for the designation.
- (4) Council shall give due consideration to the recommendations of the Commission and the views expressed during the hearing in making its determination. Council may, at its discretion, hold public hearings on any such proposed designation whether the designation is proposed only with the consent of the owner(s) or after public hearings before the Commission. Council may agree with the recommendation, disapprove of the recommendation, or table the recommendation for alterations.
- (5) Once Council decides on the status of a historic structure or historic district designation, the Commission shall notify the Department of Development and relevant City offices of the official designation.
- (6) Notwithstanding any provision of this Chapter, Council may rescind the designation only after causing a public hearing outlined in subsection (b)(4) of any area, place, building, structure, work of art or similar object as a listed landmark(s) or historic district. Such recession shall relieve the owner(s) of such area, place, building, structure, work of art or similar object from any duties or penalties contained in this Chapter.
- (7) Notwithstanding any provision of this Chapter, Council may rescind the designation only after causing a public hearing outlined in subsection (b)(4) of any area, place, building, structure, work of art or similar object as a listed historic preservation or City of Monroe Historic Preservation District. Such recession shall relieve the owner(s) of such area, place, building, structure, work of art or similar object from any duties or penalties contained in this Chapter.

1801.08 National Register Process

In accordance with the National Historic Preservation Amendments Act of 1980, the Commission shall submit a report to the State Historic Preservation Office (SHPO) regarding the eligibility of each property or district proposed for nomination to the National Register. This report shall include the recommendation of the Commission and the City Council. A copy of the report prepared by the Commission to SHPO shall be made available for public inspection. The Commission will be involved in the National Register process in the following manner:

- (A) The SHPO will forward a copy of completed National Register nominations with a staff review sheet to the Commission for all properties within the City prior to the preliminary review of the nomination unless the Commission itself has initiated or reviewed the nomination prior to submission to the SHPO.

- (B) Following the initial review by the Ohio History Connection Board of Trustees, Ohio Historic Site Preservation Advisory Board (OHSPAB), and prior to the final review of the nomination, the Commission shall inform the SHPO and the property owner(s) as to their opinion regarding the eligibility of the property. If the Commission and City Council do not agree, both opinions shall be forwarded to the SHPO.
- (C) If both the Commission and City Council recommend that a property not be nominated, the SHPO will inform the property owner(s), the OHSPAB, and the property will not be nominated unless an appeal is filed with the State Historical Preservation Officer under the regulations established for the appeals process which in accordance with 36 CFR (Code of Federal Regulations), Part 60.
- (D) If either or both the Commission and City Council agree that the property should be nominated; the nomination will be scheduled for final review by the OHSPAB. If no report is submitted, the nomination will be reviewed within 60 days. The opinion or opinions of the Commission and the City Council will be presented to OHSPAB for its consideration.

The OHSPAB, after considering all opinions, shall make its recommendation to the State Historic Preservation Officer. Either the Commission or the City Council may appeal the final decision of the SHPO under the aforementioned appeals procedure. In order to expedite the nomination process, the Commission may elect to send a supporting letter with the nomination when it is first submitted to SHPO. The letter should be signed by both the Mayor and the authorized representative of the Commission. The letter may be accompanied by a formal report, but should, at least, clearly state that in their opinion the property meets the National Register criteria (including reference to specific criteria), and that the letter is their report on the property. Public participation requirements still apply.

1801.09 Permits Required, Procedures for Reviewing Proposed Construction, Additions, and Alterations to Designated Structures or Structures within a Designated Historic District

- (A) No person shall make any alteration, addition or environmental change to any designated historic property or construct, make alterations or additions to any structure within a designated historic district without first obtaining a Certificate of Appropriateness (COA). Any other use, arrangement or construction, or failure to obtain the appropriate permit(s), certificate(s), or inspection(s), shall be deemed to be a violation of this code, punishable under subsection 1801.99: Enforcement Provisions and Penalties.
- (B) The Commission shall make a determination on an application for a COA within thirty (30) days of the filing of the action, unless the applicant approves an extension of time. The Commission may also table the application for additional information or clarification or for lack of information until the next meeting or for a specific period of time. If the Commission fails to render its decision within the specified time period, the application for COA shall be deemed approved.
- (C) The Commission shall make a determination on an application for COA within thirty (30) days of the filing of the action.

- (D) In making such a determination for the issuance of a COA, the Commission shall refer to the Secretary of the Interior's Standards for Rehabilitation and to development design guidelines adopted by the Commission.
- (E) All departments, officials and employees who are vested with the duty or authority to issue permits, shall issue no permit for any use, building or purpose if the same would be in conflict with the provisions of this code.

1801.10 Procedures for Reviewing Proposed Demolitions of Designated Resources

In addition to the above procedures, if an application for a Certificate of Appropriateness (COA) seeks approval of demolition, the Commission may delay determination of the application for a period of 180 days upon a finding that the structure is of such importance that alternatives to demolition may be feasible and should be actively pursued by both the applicant and the Commission. In the event that action on an application is delayed as provided herein, the Commission may take such steps as it deems necessary to preserve the structure in accordance with the purposes of this Chapter. Such steps may include but are not limited to, consultation with civic groups, public agencies, and interested citizens, marketing plans, recommendation for acquisition of the property by public or private bodies or agencies, and exploration of the possibility of moving the structure or structures.

1801.11 Enforcement Provisions and Penalties

- (A) If it is found that any of the provisions of these standards are violated, the person responsible for such violations shall cease all work upon notification, and no work shall be performed except to correct the violations. All work shall be corrected within a reasonable period and any violations not corrected within the specified time may be prosecuted.
- (B) Whoever constructs, reconstructs, or alters any exterior architectural feature or demolishes a substantial part or all of any building within the historic district without a Certificate of Appropriateness shall be deemed guilty of a misdemeanor and be fined not more than one thousand dollars (\$1,000.00). Each day of violation shall be considered a separate offense.
- (C) Whoever constructs, reconstructs, or alters any exterior architectural feature or demolishes a substantial part or all of any historic structure, landmark, or historic site now or hereafter in violation of this Chapter shall be deemed guilty of a misdemeanor and shall be fined not more than one thousand dollars (\$1,000.00). Each day of violation shall be considered a separate offense.
- (D) Whoever violates this section shall be required to restore and reconstruct such features in full detail.

1801.12 Comprehensive Plan

The administration, enforcement, and amendment of this Chapter should be consistent with the City of Monroe Comprehensive Plan, as amended and herein referred to as the "Comprehensive Plan". Amendments to this code should maintain and enhance the consistency between this Chapter and the Comprehensive Plan.

1801.13 Appeals Procedure

- (A) Decisions by the Commission may be appealed to the Board of Zoning Appeals within ten (10) days of the commission hearing. No building permit or other permit required for the activity applied for shall be issued during the ten-day period or while an appeal is pending.
- (B) The Board of Zoning Appeals shall consider an appeal within thirty (30) days of receipt and shall utilize the written findings of the Commission in rendering their decision.

1801.14 Records

The Commission shall maintain complete records of all listed properties, written rules and guidelines for Commission proceedings and kept for such records in the office of the Clerk of Council for public inspection. This designation shall also be noted in the records of the Department of Development. The Commission secretary shall be responsible for maintaining the records and the records shall be reviewed twice a year by the Commission for completeness.

1801.15 Compensation

No compensation shall be paid to any member of the Historic Preservation Commission for services performed on this Commission.

1801.16 Conflict of Interest

No voting member of the Commission shall participate in the review of any item for discussion before such Commission if such member has any direct financial interest in the property involved in such discussion.

1801.17 Transitional Rules

The purpose of these transitional rules is to resolve the status of properties with pending applications or recent approvals, and properties with outstanding violations.

(A) Transfer of Ownership.

- (1) No owner(s) of any building or structure who has received a compliance order or upon whom a notice of violation has been served shall sell, transfer, mortgage, lease or otherwise dispose of such building or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner(s) shall furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the Code Official and shall furnish to the Code Official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully

accepting the responsibility, without condition, for making the corrections or repairs required by such compliance order or notice of violation.

(B) Nonconforming Uses.

- (1) Any legal nonconformity that existed at the time this amendment became effective shall continue to be a legal nonconformity under this Chapter as long as the situation that resulted in the nonconforming status under the previous code continues to exist and shall be controlled by the Planning and Zoning Code.
- (2) If a legal nonconformity that existed at the time this amendment became effective becomes conforming because of the adoption of this code, then the situation will be considered conforming and shall no longer be subject to the regulations pertaining to nonconformities.

1801.18 Other Provisions.

(A) Severability.

- (1) If any provision of this Chapter or the application thereof is held invalid, such invalidity shall not affect other provisions or applications of this Chapter which can be given effect without the invalid provision or application and to this end the provisions of this ordinance are hereby declared severable.

(B) Minimum Maintenance Requirement.

- (1) The owner(s) of a historic structure or any structure within a historic district, if such structure is vacant and uninhabited, shall, pursuant to the City of Monroe Code of Ordinances, provide sufficient maintenance and upkeep for such structure to ensure its perpetuation and to prevent its destruction by deterioration.
- (2) The provisions of subsection (B)(1) above shall be in addition to all other applicable provisions of the City of Monroe.
- (3) The Commission, on its own initiative, may file a petition with the building inspector requesting that they proceed to take action against any owner(s), which in the opinion of the Commission is in violation of subsection (B)(1) above.”

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:_____