



**Monroe Council Agenda
Regular Meeting of Council
March 26, 2024 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of March 12, 2024

Visitors

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

New Business

Resolution No. 17-2024. A Resolution accepting the State of Ohio Fire Marshal's Equipment Grant for the purchase of battery operated scene lights and fans for the Fire Department and authorize the City Manager to execute the related grant agreement.

Sponsor: David Leverage

Strategic Priority: Good Governance

Background: This is a grant that is available annually to allow fire departments to purchase equipment to replace / augment current inventories. The grant is a reimbursement grant in an amount up to \$10,000.00. This equipment will be purchased from the Fire Department's 2024 Operating Budget. The paid invoices will be sent to the State Fire Marshal and upon reimbursement, will be appropriated back to the budget line. There is no match with this grant.

Resolution No. 18-2024. A Resolution accepting the recommendation of the Warren County Tax Incentive Review Council of March 4, 2024.

Sponsor: Jen Patterson



Strategic Priority: Strategic Growth and Development

Background: The Warren County Tax Incentive Review Committee (TIRC) meets annually to review compliance with certain tax abatement and financing districts such as TIFs and RIDs. Under the Ohio Revised Code, the TIRC can recommend that City Council continue the incentive, modify the incentive, or terminate the incentive. City Council is then required to act on the TIRC's recommendations.

This year, the TIRC reviewed the Tax Year 2023 incentives and is recommending that City Council continue the abatements and incentive districts because there is no evidence of noncompliance. Tax Year 2023 was the last year of the tax abatement for 500 Gateway Blvd and 535 Gateway Blvd buildings - those buildings were the first two buildings constructed in Park North (named Corridor 75 at the time), and so they are the first two buildings to fall off of the abatement schedule. We will not have a building fall off of the abatement schedule for several more years due to slow construction 10-15 years ago.

Please note that the Butler County TIRC has not met yet - we will have separate legislation for that review in late Spring.

Resolution No. 19-2024. A Resolution approving a Then-and-Now Certificate in the amount of \$4,590.00 to Digital Visions.

Sponsor: Kacey Waggaman

Strategic Priority: Good Governance

Background: Recurring annual expense that is being moved from Police and Public Works to the IT division.

Resolution No. 20-2024. A Resolution accepting the lowest and/or best bid for the Timrick Place Rehabilitation Project and authorize the City Manager to execute a contract by and between the City of Monroe and KT Holden Construction LLC.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for the contract approval of Timrick Place Rehabilitation. Timrick Pl is a cul-de-sac off Lebanon Street in complete disrepair. Plans were made for the reconstruction of this street in 2018. The project didn't move forward at that time.

In 2023, engineering staff made needed revisions to the plans and involved Butler County Water and Sewer, which needed to replace one segment of sanitary sewer on this street. Plans were advertised,



and bids opened on March 7, 2024. KT Holden was the low bid, with an overall price of \$1,052,440.20. Monroe's portion of this cost is \$934,474.20, leaving \$117,491.00 for the Butler County Sewer. Earlier this year, the Council approved a contract between the City of Monroe and Butler County, allowing Monroe to pay the upfront cost of the sanitary sewer to the contractor and then invoice the County for reimbursement. The money for this project was approved in the 2024 Capital Budget and accepted by the council.

Resolution No. 21-2024. A Resolution authorizing the City Manager to execute required documents to apply for a Safe Streets For All Federal Grant.

Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: On behalf of the City of Monroe, Goodhue Consulting will be working on an Application for a Federal Grant, Safe Streets for All (SS4A). The Bipartisan Infrastructure Law (BIL) established the SS4A discretionary program with \$5 billion in appropriated funds over 5 years, 2022-2026. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. Currently over \$3 billion is still available for future funding rounds.

The SS4A program supports two types of grants: Planning and Demonstration Grants and Implementation Grants. Planning and Demonstration Grants provide funds to develop, complete, or supplement an Action Plan and also fund supplemental planning activities and demonstration activities in support of an Action Plan. The type that the City is eligible for is the Planning and Demonstration Grants.

Goodhue Consulting will be working on pulling the application materials together to apply for a Comprehensive Safety Action Plan and a demonstration project. The Action Plan will identify and develop holistic, well-defined strategies to prevent roadway fatalities and serious injuries within the community. In addition, the Action Plan will inform the city's transportation priorities to help establish a City Transportation Master Plan. The SS4A program also supports demonstration projects which can include, feasibility studies, MUTCD engineering studies, pilot programs, and new technology pilot programs. The demonstration project the city will apply for is adaptive signing timing. This project will include upgrading the signals along SR 63 within the city limits with new technology for the city. This technology is currently being utilized in other communities in the area. Adaptive signal technology adjusts signal timing to accommodate changing traffic patterns and ease traffic congestion.

There are three (3) application deadlines, April 4, 2024, May 16, 2024, and August 29, 2024. Goodhue Consulting is working to apply by the April 4, 2024 deadline. To apply, the federal form (SF-424B) requires a signature by an official with the authority to submit the application on behalf of the organization and enter into cooperative agreements. This form is attached for reference. The additional application materials are currently being developed.

Resolution No. 22-2024. A Resolution authorizing the City Manager to execute an agreement for professional services by and between the City of Monroe and Fishbeck for the design of plans known as Phase One to improve the drainage at Monroe Community Park.



Sponsor: Gary Morton

Strategic Priority: Well Managed Services and Infrastructure

Background: This is for engineering design services for Phase One of the Community Park Drainage project. Fishbeck, who completed the hydrology study, has broken down the Community Park Master Drainage Plan into four phases. Phase one will design an open ditch from Main Street to where the parking lot begins within Community Park. There will also be a bio-retention area in the open field to help hold excess water. It is uncertain if an easement will be adequate or if land acquisition may be necessary for this phase to create this open ditch to the road; this design phase will also include all necessary drawings for such easements or land acquisition.

The total cost of engineering services for phase one is \$58,000.00. The drawings will be complete by the end of 2024.

Ordinance No. 2024-08. An Ordinance amending and supplementing Ordinance No. 2024-05, otherwise known as the permanent appropriations ordinance, to meet current expenses and other expenditures of the City of Monroe, for fiscal year ending December 31, 2024.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: The City created an Information Technology division beginning in 2023 and now that IT has been established, IT staff continues to work towards enhancing the City's security. The IT division is requesting a Consideration of Motion authorizing the expenditure of \$71,237.96 for server licenses for the City building, purchasing Microsoft Window Server and SQL Server licenses as final steps in the server refresh project. In order to complete this project, approximately \$5,000 of additional funds are necessary within the General IT Expenses line item. In addition to this expense, IT hopes to complete additional security enhancement projects throughout 2024, which will require additional funding.

When the IT Division was created, and the IT Operations Manager position was filled, this decreased the monthly IT service agreement cost the City pays to Velecor Services Group, LLC. This services agreement is paid out of the City Manager's IT Consultant Services line item, and the reduction in this monthly expense has resulted in budgeted funds no longer being needed in 2024 for the service agreement. The IT staff is proposing that \$120,000 be transferred from the City Manager IT Consultant Services line item to the Information Technology General IT Expenses line item to allow for additional security upgrades to be completed in 2024.

Consideration of Motion authorizing the expenditure of \$71,237.96 for server licenses for the City building.

Sponsor: Kacey Waggaman



Strategic Priority: Well Managed Services and Infrastructure

Background: Our current server licenses are end of life or near end of life, resulting in security vulnerabilities and decreased processing power. Server licenses are recommended to be replaced every 4 to 6 years with national industry standards averaging 3 to 5 years. The new licenses would move us to version 2022. This is the final phase of the server refresh project that started in 2023.

Consideration of Motion requesting a hearing on the issuance of a D1 liquor permit to American Way BBQ Inc located at 11 American Way.

Sponsor: Angela S. Wasson

Strategic Priority: Good Governance

Background: Permit D-1 may be issued to the owner or operator of a hotel, of a retail food establishment or a food service operation licensed pursuant to Chapter 3717. of the Revised Code that operates as a restaurant for purposes of this chapter, or of a club, amusement park, drugstore, lunch stand, boat, or vessel, to sell beer at retail either in glass or container, for consumption on the premises where sold; and to sell beer at retail in other receptacles or in original containers having a capacity of not more than five and one-sixth gallons not for consumption on the premises where sold.

No action is necessary unless Council deems it necessary to request a hearing.

Administrative Reports

Monroe Crossings Blvd. Safety Study Results

Kroger Noise Study Final Report

Executive Session - Consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance; and the sale of property.

Adjournment