



**Monroe Council Agenda
Regular Meeting of Council
August 27, 2024 – 6:30 PM
233 South Main Street, Monroe, Ohio**

Pledge of Allegiance

Roll Call

Approval of the Minutes

Council Minutes of August 13, 2024

Visitors

- Robert Buskirk, Superintendent of the Monroe Local School District - Bond Issue

Committee Reports

Public Works Committee

Finance Committee

Administrative Liaison Committee

Technology Committee

Public Involvement Committee

Public Safety Committee

Old Business

Ordinance No. 2024-20. An Ordinance amending and supplementing Ordinance No. 2023-32 to remove, eliminate, and create positions; establish the number and wage ranges for new and existing positions; and designate the classification of certain positions. (Second Reading)

Sponsor: Sarah Hunold

Strategic Priority: Good Governance

Background: In an effort to maintain competitive wages, staff completed a comprehensive wage study comparing wages and positions to fifteen (15) external agencies, while also identifying areas of internal equity that needed to be addressed.

New Business

Resolution No. 45-2024. A Resolution accepting the recommendation of the Butler County Tax Incentive Review Council of April 12, 2024.



Sponsor: Jake Burton

Strategic Priority: Strategic Growth and Development

Background: By statute, a county Tax Incentive Review Council (TIRC) must review all incentive districts and tax abatements annually. The TIRC makes recommendations to City Council, which then must be accepted.

The Warren County TIRC met on March 4, 2024 and City Council accepted their recommendations on March 26, 2024 with the passage of Resolution 18-2024. The Butler County TIRC met on April 12, 2024 and their recommendations need to be accepted.

The 2024 TIRC reviews the 2023 compliance within the city's TIFs, RIDs, and CRA tax abatements. The Butler County TIRC found all agreements to be in compliance and recommended that City Council continue the incentives.

Resolution No. 46-2024. A Resolution approving a Then-and-Now Certificate in the amount of \$3,060 to Civic North America, Inc.

Sponsor: Jake Burton

Strategic Priority: Good Governance

Background: A purchase order was not created until after the invoice was received. This invoice was for \$3060.00 to Civica North America, Inc covering the Income Tax software 3rd Party Rehost and technical services, and is a one-time fee.

Ordinance No. 2024-21. An Ordinance levying assessments for sidewalks, curbs, gutters, and driveway aprons, and declaring an emergency.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: Council passed Resolution 44-2023 on July 11, 2023 authorizing the repair of sidewalks, curbs, gutters and driveway aprons on the following streets: Deneed Avenue, Doverdale Drive, Heatherwood Court, North Sands Avenue, Penbrooke Court, Ravenwood Court, Wexford Drive, Wexford Way, Winston Lane.

The repair process includes issuing letters to property owners with estimated costs, allowing them to utilize the city's contractor or hiring their own contractor to perform the work required to be completed upon inspection. For any work performed by the City's contractor, an invoice is then issued to the property owner. Payment may be made directly to the City or the amount due can be sent to the County Auditor to be assessed onto the property owner's property tax and repaid over a



10-year period (20 semi-annual payments).

The listing included with this legislation, totaling \$81,146.80, reflects repairs made by the city's contractor for addresses that did not pay the city directly. In order for these assessments to be reflected on the 2025 property tax bills, they must be sent to the County Auditor by September 9, 2024.

Ordinance No. 2024-22. An Ordinance authorizing the issuance of not to exceed \$3,200,000 of real estate acquisition general obligation bond anticipation notes, 2024 renewal, by the City of Monroe, Ohio, in anticipation of the issuance of bonds.

Sponsor: Jake Burton

Strategic Priority: Well Managed Services and Infrastructure

Background: City Council passed Resolution 12-2023 on February 14, 2023 to allow for reimbursement of expenditures related to a Public Works Facility. Council also passed Ordinance 2023-12 on May 9, 2023 authorizing the City Manager to execute a purchase and sale agreement of ~113 acres in an amount not to exceed \$3,200,000 as part of a future development investment and a new public works facility. We officially purchased the property on July 20, 2023 for the amount of \$3,143,233.75 utilizing General Fund dollars that were reimbursed with the issuance of \$3,200,000 Bond Anticipation Notes (BANs) with the passage of Ordinance 2023-25.

A BAN is a one-year financing that is required to be renewed annually if not converted into a long-term debt issuance. A BAN issuance requires interest to be paid annually, but does not require a principal payment until converted into a long-term issuance. The interest payment that will be made associated with the 2023 BAN issuance is \$159,111.11 due November 27, 2024. A supplemental appropriation related to this payment will be included for Council approval in the next supplemental appropriation ordinance in the coming months. As design work continues on a potential future Public Works Facility, and the other acreage associated with this property is still city-owned, it is necessary to renew the total original BAN.

The tentative schedule for these BANs has a 1st Reading of the Ordinance on August 27, a 2nd Reading on September 10. The official bond closing date is tentatively scheduled for November 20, 2024 ahead of the 2023 BAN maturity date of November 20, 2024.

Consideration of Motion to accept a Solar Eclipse reimbursement grant from the State of Ohio in the amount of \$3,921.44.

Sponsor: Chief David Leverage

Strategic Priority: Good Governance

Background: The State of Ohio appropriated \$1 million for a Disaster Relief Grant to be dispersed to communities that were affected by the Solar Eclipse. The areas that we could receive reimbursement



for were limited, and we requested the maximum amount allowable (mostly for additional overtime above the normal staffing for the day). The total request for the grant payment was \$5,228.58 and the state covered 75% through the grant or \$3,921.44. There is no additional requirement for this grant so we are asking that council accept the grant payment.

Administrative Reports

Adjournment