TROY
OHIO

AGENDA, TROY CITY COUNCIL
MONDAY, FEBRUARY 3, 2020, 7:00 P.M.
COUNCIL CHAMBERS, CITY HALL

INVOCATION		
PLEDGE OF ALLEGIANCE		
ROLL CALL	Excuse Mr. Schilling	motion/second/roll call vote
SUMMARY OF MINUTES	January 21, 2020 Meeting	motion/second/roll call vote
COMMITTEE REPORTS		

Citizen comments on committee reports or agenda items – two minute limit

RESOLUTIONS

R-7-2020	Bidding Authorization – Rebuild Parkson Screen #2 at Wastewater Treatment Plant, $100,000	1st Reading
R-8-2020	Authorize Agreement w/KZF Design, Inc. re Fire Station 1 Replacement, $600,000	1st Reading
R-9-2020	Bidding Authorization – Internet/Telephone Provider for City Facilities, $140,000 per contract year	1st Reading
R-10-2020	Bidding Authorization – Central Service & Maintenance Facility HVAC Replacement, $103,200	1st Reading
R-11-2020	SBD Loan – Keystone Real Estate Group, Ltd. for 214 S. Mulberry St., $125,000 EMERGENCY	1st Reading
R-12-2020	Resolution of Necessity, Sidewalk Replacement Program Phase 12	1st Reading

ORDINANCES NONE

PRESENTATION Child Care Choices

COMMUNICATIONS/ANNOUNCEMENTS

COMMENTS: Mayor, Director of Public Service & Safety, Director of Law, Auditor, Council President

COMMENTS: Council

COMMENTS: Staff

COMMENTS: Audience

ADJOURN

NOTE: Committee meetings may take place prior to or following Council meeting

CITY OF TROY MISSION STATEMENT:

Through sound and prudent leadership, the City of Troy is committed to sustaining its continued prominence as a regional hub by providing a well-balanced community for its residents, businesses and visitors, consisting of a vibrant downtown, growing economic base, strong educational environment, and plentiful recreational opportunities strengthened by public/private cooperation and grounded in financial stability.

DISPOSITION OF ORDINANCES AND RESOLUTIONS

COUNCIL MEETING

Date of Meeting: Feb. 3, 2020

DESCRIPTION	**RESOLUTION NO.**	1ST READING	2ND READING	3RD READING	PUBLIC HEARING	SUSPENSION	ADOPTION
Bid Rebuild of Parkson Screen #2 at WWTP	R-7-2020						
Agree. KZF Design, Inc re replacement of Fire Station 1	R-8-2020						
Bid Internet/Telephone Services for City Facilities	R-9-2020						
Bid HVAC Replacement Project Central Serv & Mtn Facility	R-10-2020						
SBD Loan - Keystone Real Est. Group, for 214 S. Mulberry	R-11-2020						
Resolution of Necessity - Sidewalk Ph 12	R-12-2020						
	ORDINANCE NO.						

MINUTES OF COUNCIL

A regular session of Troy City Council was held Tuesday, January 21, 2020, at 7:00 p.m. in Council Chambers.

Members Present: Allen, Phillips, Rozell, Schweser, Schilling, Severt, Snee and Terwilliger.
Upon motion of Mr. Schweser, seconded by Mr. Severt, Mr. Twiss was excused from this meeting by unanimous roll call vote.

Presiding Officer:	William Lutz	President of Council
Others Present:	Robin I. Oda,	Mayor
	Patrick E. J. Titterington	Director of Public Service and Safety
	Grant D. Kerber	Director of Law

INVOCATION & PLEDGE OF ALLEGIANCE: An invocation was given by Council Member Phillips, followed by the Pledge of Allegiance.

ANNOUNCEMENT OF TREES FOR TROY GRANT FROM THE ROBINSON FUND: Ted Mercer, on behalf of the Robinson Fund, announced that a grant of $10,000 will be made by Patricia and Thom Robinson through the Robinson Fund to start planting new trees to start to reforest the City after so many mature trees were damaged/destroyed during the tornado of January 11. He commented that Mr. and Mrs. Robinson do not want the City of Troy to lose the significance of tree lined streets in Troy. The Trees for Troy Grant will fund the replacement of approximately 65 trees on public property throughout the City.

On behalf of the City, Mr. Lutz expressed appreciation to Mr. and Mrs. Robinson, who were at the meeting.

INTRODUCTION: Dakota Brown, Firefighter/Paramedic appointed January 6, 2020, was introduced by Fire Chief Simmons.

MINUTES: The Clerk gave a summary of the minutes of the January 6, 2020, meeting of Troy City Council. There were no corrections or additions to these minutes. Upon motion of Mr. Rozell, seconded by Mr. Schilling, these minutes were approved by unanimous roll call vote.

COMMITTEE REPORTS:
Buildings & Utilities Committee: Mr. Allen, Chairman, reported that Committee recommends legislation be prepared authorizing the Director of Public Service and Safety to enter into an amendment to the September 5, 2008 Sanitary Sewer Agreement between the City and the Board of Miami County Commissioners to be able to account for the monthly billing associated with Heritage at Troy Country Club Subdivision as that property is now within the City and the customers are to be billed at the City rates.
Report signed by Terwilliger and Allen.

Community & Economic Development Committee: Mrs. Snee, Chairman, reported that Committee recommends that the three pieces of legislation required to be submitted to the County be prepared regarding the Annexation Petition from Concord Township filed on behalf of the Troy City Schools Board of Education, Patricia A. Harshbarger Trustee, and Linda F. Rocco, for a total of 43.591 acres on McKaig Road and on SR 718. The legislation will be regarding the standard Statement of Services, Buffering Requirements, and consent. To meet the timeline of the state law for an expedited annexation, the Committee supports emergency legislation.
Report signed by Snee and Rozell.

Community Partnerships Committee: Mr. Rozell, Chairman, reported that Committee recommends notwithstanding legislation be prepared to permit temporary camping at Troy Community Park and adjacent park areas and to permit recreational fire pits within Troy Community Park areas by GOBA participants for the dates of June 24 – 27, 2020 only.
Report signed by Allen, Schweser and Rozell

Law & Ordinance Committee: Mr. Severt, Chairman, reported that Committee recommends that legislation be prepared changing the road name of Piqua-Troy Road to North Market Street from the intersection of Troy-Urbana Road to Loxley Lane so that the street is consistently named within the City of Troy Corporation Limit.
Report signed by Schweser, Snee and Severt.

Recreation & Parks Committee: Mr. Schilling, Chairman, reported that Committee recommends legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the annual fireworks show for a period of up to three years, at a cost not to exceed $36,000 per year.
Report signed by Phillips, Terwilliger and Schilling.

RULES OF COUNCIL: A motion was made by Mr. Severt, seconded by Mr. Phillips, to approve the Rules of Council (attached to original minutes). Motion passed unanimous roll call vote.

CITIZEN COMMENTS ON AGENDA ITEMS: None.

RESOLUTION NO. R-2-2020

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ENTER INTO A FIRST AMENDMENT OF THE SEWER AGREEMENT WITH THE BOARD OF MIAMI COUNTY COMMISSIONERS

This Resolution was given first title reading.

Mr. Phillips moved for suspension of rules requiring three readings. Motion seconded by Mrs. Snee.
Yes: Schweser, Rozell, Phillips, Allen, Terwilliger, Snee, Severt and Schilling.
No: None.
Mr. Schweser moved for adoption. Motion seconded by Mr. Terwilliger.
Yes: Rozell, Phillips, Allen, Terwilliger, Snee, Severt, Schilling and Schweser.
No: None. RESOLUTION ADOPTED

RESOLUTION NO. R-3-2020

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR A FIREWORKS SHOW

This Resolution was given first title reading.

Mr. Phillips moved for suspension of rules requiring three readings. Motion seconded by Mr. Terwilliger.
Yes: Phillips, Allen, Terwilliger, Snee, Severt, Schilling, Schweser and Rozell.
No: None.
Mr. Schweser moved for adoption. Motion seconded by Mr. Schilling.
Yes: Allen, Terwilliger, Snee, Severt, Schilling, Schweser, Rozell and Phillips.
No: None. RESOLUTION ADOPTED

RESOLUTION NO. R-4-2020

RESOLUTION ESTABLISHING MUNICIPAL SERVICES FOR CERTAIN TERRITORY CONTAINING 43.591 ACRES, MORE OR LESS, IN CONCORD TOWNSHIP, PROPOSED TO BE ANNEXED TO THE CITY OF TROY, OHIO, AND DECLARING AN EMERGENCY

This Resolution was given first title reading.

Mr. Rozell moved for suspension of rules requiring three readings. Motion seconded by Mr. Schweser.
Yes: Terwilliger, Snee, Severt, Schilling, Schweser, Rozell, Phillips and Allen.
No: None.
Mr. Phillips moved for adoption. Motion seconded by Mr. Schweser.
Yes: Snee, Severt, Schilling, Schweser, Rozell, Phillips, Allen and Terwilliger.
No: None. RESOLUTION ADOPTED

RESOLUTION NO. R-5-2020

RESOLUTION ESTABLISHING BUFFER REQUIREMENTS FOR CERTAIN TERRITORY CONTAINING 43.591 ACRES, MORE OR LESS, IN CONCORD TOWNSHIP, PROPOSED TO BE ANNEXED TO THE CITY OF TROY, OHIO, AND DECLARING AN EMERGENCY

This Resolution was given first title reading.

Mr. Schilling moved for suspension of rules requiring three readings. Motion seconded by Mrs. Snee.
Yes: Severt, Schilling, Schweser, Rozell, Phillips, Allen, Terwilliger and Snee.
No: None.
Mr. Rozell moved for adoption. Motion seconded by Mr. Schweser.
Yes: Schilling, Schweser, Rozell, Phillips, Allen, Terwilliger, Snee and Severt.
No: None. RESOLUTION ADOPTED

RESOLUTION NO. R-6-2020

RESOLUTION CONSENTING TO THE ANNEXATION OF CERTAIN TERRITORY CONTAINING 43.591 ACRES, MORE OR LESS, IN CONCORD TOWNSHIP, TO THE CITY OF TROY, OHIO, AND DECLARING AN EMERGENCY

This Resolution was given first title reading.

Mr. Phillips moved for suspension of rules requiring three readings. Motion seconded by Mr. Schilling.
Yes: Schweser, Rozell, Phillips, Allen, Terwilliger, Snee, Severt and Schilling,
No: None.
Mr. Phillips moved for adoption. Motion seconded by Mr. Schweser.
Yes: Rozell, Phillips, Allen, Terwilliger Snee, Severt, Schilling and Schweser.
No: None. RESOLUTION ADOPTED

ORDINANCE NO. O-2-2020

ORDINANCE RELEASING MORTGAGE LIEN FOR WILLIAM E. BOSS, III AND MARY LOUISE BOSS AND DECLARING AN EMERGENCY

This Ordinance was given first title reading.

Mr. Schilling moved for suspension of rules requiring three readings. Motion seconded by Mr. Rozell.
Yes: Phillips, Allen, Terwilliger, Snee, Severt, Schilling, Schweser and Rozell.
No: None.
Mr. Phillips moved for adoption. Motion seconded by Mr. Schweser.
Yes: Allen, Terwilliger, Snee, Severt, Schilling, Schweser, Rozell and Phillips.
No: None. ORDINANCE ADOPTED

ORDINANCE NO. O-3-2020

ORDINANCE AUTHORIZING THE NAME CHANGE OF A PORTION OF PIQUA-TROY ROAD IN THE CITY OF TROY, OHIO

This Ordinance was given first title reading.

Mr. Severt moved for suspension of rules requiring three readings. Motion seconded by Mr. Rozell.
Yes: Terwilliger, Snee, Severt, Schilling, Schweser, Rozell, Phillips and Allen.
No: None.
Mrs. Snee moved for adoption. Motion seconded by Mr. Schweser.
Yes: Snee, Severt, Schilling, Schweser, Rozell, Phillips, Allen and Terwilliger.
No: None. ORDINANCE ADOPTED

ORDINANCE NO. O-4-2020

ORDINANCE AUTHORIZING THE USE OF TROY COMMUNITY PARK AND ADJACENT PARK AREAS FOR THE GREAT OHIO BICYCLE ADVENTURE (GOBA) EVENT, NOTWITHSTANDING CONFLICTING PROVISIONS OF THE CODIFIED ORDINANCES OF THE CITY OF TROY, OHIO

This Ordinance was given first title reading.

Mr. Rozell moved for suspension of rules requiring three readings. Motion seconded by Mr. Terwilliger.
Yes: Severt, Schilling, Schweser, Rozell, Phillips, Allen, Terwilliger and Snee.
No: None.
Mr. Phillips moved for adoption. Motion seconded by Mr. Schilling.
Yes: Schilling, Schweser, Rozell, Phillips, Allen, Terwilliger, Snee and Severt.
No: None. ORDINANCE ADOPTED

ORDINANCE NO. O-5-2020

ORDINANCE TO ACCEPT THE APPLICATION FOR THE ANNEXATION OF CERTAIN TERRITORY CONTAINING 21.8232 ACRES, MORE OR LESS, IN CONCORD TOWNSHIP, TO THE CITY OF TROY, OHIO

This Ordinance was given first title reading.

Mr. Phillips moved for suspension of rules requiring three readings. Motion seconded by Mr. Schilling.
Yes: Schweser, Rozell, Phillips, Allen, Terwilliger, Snee, Severt and Schilling.
No: None.
Mr. Schweser moved for adoption. Motion seconded by Mr. Rozell.
Yes: Rozell, Phillips, Allen, Terwilliger Snee, Severt, Schilling and Schweser.
No: None. ORDINANCE ADOPTED

PRESENTATION: Kelly Snyder, Executive Director of the Troy REC, provided an update regarding the REC. She commented: the REC has existing serving youth for 79 years; the building is used daily and throughout the day; there has been a day care in operation for 25 years; they are in the 8th year of having a pre-school; the main focus is 6th – 12th grade students for whom there are a number of opportunities and the REC also serves as safe location for the youth; there are between 70-80 teens in the building daily; they are seeing an increased number of youth dealing with home and mental health issues; the REC staff partners with other agencies to address various youth needs; youth are encouraged to become involved in volunteerism and community service; new programs assist needy youth with food on weekends, includes a fitness program, and teach a cooking class. Ms. Snyder thanked the City for the on-going support of the REC.

Mr. Lutz asked if the closing of a local day care facility impacted the REC's day care, with Mrs. Snyder replying that the impact was in receiving applications, but the day care is already operating at capacity.

COMMENTS OF MAYOR ODA: Mayor Oda:
-Expressed her thanks to Mr. and Mrs. Robinsons for the Trees for Troy Grant.
-Thanked City staff for the quick responses to the January 11 tornado.
-Noted that while many have volunteered to help those impacted by the tornado, it seems that residents have helped each other with the clean-up from the aftermath of the tornado.
-Expressed condolences to the family of Patricia Chavis who had served the City as a member of the Board of Zoning Appeals since 1997.

COMMENTS OF THE DIRECTOR OF PUBLIC SERVICE AND SAFETY:
Mr. Titterington commented:
-Real Christmas Trees will be collected through January, provided the tree is without decorations or a tree stand.
-Due to the tornado damage, brush and debris will be collected by the City through January.
-A few remaining piles of leaves are being collected.

COMMENTS OF MEMBERS OF COUNCIL:
-Mr. Schweser thanked those involved in organizing and coordinating the Dr. Martin Luther King celebration on January 20, noting that about 150 persons attended the service at the Methodist Church. He particularly thanked Joann Anderson from the Lincoln Community Center for her organization of the event.
-Mr. Severt asked what a "good intent call" of the Fire Department includes. Chief Simmons stated it is responding to call where a citizen may need something checked to be assured there is not a fire hazard.
-Mr. Severt and Mr. Phillips congratulated Tim Davis on his appointment as Economic Development Director.
-Mr. Phillips asked for an update on the Villages of Concord Subdivision. Mr. Kerber advised that the Planning Commission approved the subdivision with a couple of conditions that did not seem to please the applicant, who has started some appeals/litigation in regard to the conditions.
-Mr. Phillips offered congratulations to retiring Waste Water Treatment Plant Superintendent Mitch Beckner.
-Mr. Phillips thanked the department and staff for the response to the January 11 tornado. He also commented that his experience is that Metronet (installer of high-speed fiber lines) is being very responsive to citizen calls.

CITIZEN COMMENTS:
-Aimee Shannon, 1560 Windridge Place, stated that as a citizen she appreciates the response of the City the night of the tornado. She also noted that there will be a pop-up food pantry this weekend in Piqua and next month's pantry will be held in Troy.

There being no further business, Council adjourned at 7:50 p.m.

Clerk of Council

President of Council

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Buildings & Utilities Committee

SUBJECT: Bidding Authorization – Rebuilding of Parkson Screen #2 at the Wastewater Treatment Plant

SUMMARY REPORT: *(To be read at Council meeting)*
This Committee met on January 27 to provide a recommendation regarding bidding authorization to rebuild Parkson Screen #2 at the Wastewater Treatment Plant. This is one of two continuous self-cleaning filter screens used to remove debris from the incoming wastewater. This screen was initially installed in 1998 and the mechanical parts need to be replaced to continue its reliability.

RECOMMENDATION: *(To be read at Council meeting)*
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the rebuilding of Parkson Screen #2 at the Wastewater Treatment Plant at a cost not to exceed $100,000.

Respectfully submitted,

John L. Terwilliger

William C. Twiss

Zachary L. Allen, Chairman
Buildings & Utilities Committee

DETAILED REPORT:
This Committee met on January 27, 2020, to consider recommending bidding authorization for the replacement of Parkson Screen #2 at the Wastewater Treatment Plant. The meeting was also attended by Mayor Oda, Council Members Phillips, Rozell and Schweser, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

The Wastewater Treatment's existing Parkson Screen #2 is one of two continuous self-cleaning filter screens used to remove debris such as rags, plastic products, wood, metal, etc. from the incoming wastewater. As the wastewater flows through the screen, debris is caught on a conveyer that pulls the material out of the channel, dumps it into a press that dewaters the screenings, then into a trailer to be transferred to a landfill for final disposal. Major components of the screen to be replaced for this rebuild include the conveyer, conveyer guide rails, bearings, drive shafts, and rotating brushes. This screen was initially installed in 1998 and the mechanical parts need to be replaced to continue its reliability. This project was approved in the 2020 budget in the amount of $100,000. It is anticipated that Screen #1 will need to be rebuilt in 2025.

RECOMMENDATION:
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the rebuilding of Parkson Screen #2 at the Wastewater Treatment Plant at a cost not to exceed $100,000.

cc: Council, Mayor, Mr. Kerber, Mr. Frigge, Mr. Titterington, Clerk, file, staff

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Buildings & Utilities Committee

SUBJECT: New Fire Station 1 Design Services

SUMMARY REPORT: *(To be read at Council meeting)*
This Committee met on January 27 to provide a recommendation regarding authorizing the architectural firm KZF Design, Inc. of Cincinnati, Ohio to design the new Fire Station 1. The project scope would include preparation and management of the demolition of the two existing buildings on the recently purchased properties on which the new station will be located; preparation of plans, specifications, bidding document and estimate for bidding the new station; construction administration. The cost for the services is not to exceed $600,000. That amount does not include the demolition costs of the two existing buildings.

RECOMMENDATION: *(To be read at Council meeting*
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to enter into a professional services agreement with KZF Design, Inc. of Cincinnati, Ohio for the design of improvements related to the Fire Station 1 Replacement Project at a cost not to exceed $600,000.

Respectfully submitted,

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John L. Terwilliger

_____
William C. Twiss

_____
Zachary L. Allen, Chairman
Buildings & Utilities Committee

DETAILED REPORT:
This Committee met on January 27, 2020, to consider recommending a professional services agreement for design services for new Fire Station 1. The meeting was also attended by Mayor Oda, Council Members Phillips, Rozell and Schweser, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

The amount of $700,000 was budgeted related to the design of a new Fire Station 1. City staff has completed the process of soliciting and reviewing requests for proposals from qualified architects to provide design related services for the new station. Staff has recommended that the firm of KZF Design, Inc. of Cincinnati, Ohio for this project based on being the most qualified firm with the most applicable experience with fire station design and construction in and around the surrounding region. That firm provided a not to exceed amount of $600,000 for the scope of services including preparation and management of the demolition of the existing buildings on the recently purchased properties on which the new station will be located (but not including demolition costs); preparation of plans, specifications, bidding document and estimate for bidding authorization for a new station; and construction administration. The remaining budgeted funds will be used for items including site environmental studies, construction inspection, and the design of ancillary specialty/support systems in the new fire station.

RECOMMENDATION:
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to enter into a professional services agreement with KZF Design, Inc. of Cincinnati, Ohio for the design of improvements related to the Fire Station 1 Replacement Project at a cost not to exceed $600,000.

cc: Council, Mayor, Mr. Kerber, Mr. Frigge, Mr. Titterington, Clerk, file, staff

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Buildings & Utilities Committee

SUBJECT: BIDDING INTERNET/TELEPHONE PROVIDER FOR CITY FACILITIES

SUMMARY REPORT: *(To be read at Council meeting)*
This Committee met on January 27 to provide a recommendation regarding bidding for the internet and telephone provider for all City facilities. The contract the City had for these services has expired. Other providers are now/or will soon be able to provide these services, and it may be that comparable or better services can be provided at a lesser cost.

RECOMMENDATION: *(To be read at Council meeting*
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter a contract for the internet and telephone services for City facilities at a cost not to exceed $140,000 for each 12-month period of the contract.

Respectfully submitted,

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John L. Terwilliger

_____
William C. Twiss

_____
Zachary L. Allen, Chairman
Buildings & Utilities Committee

DETAILED REPORT:
This Committee met on January 27, 2020, to consider recommending that bidding be authorized for an internet/telephone provider for City facilities. The meeting was also attended by Mayor Oda, Council Members Phillips, Rozell and Schweser, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

The City's agreement with the current internet/telephone provider for all City facilities has expired. That contract had an annual total cost of approximately $203,000. Other providers are now/or will soon be able to provide these services, and it may be that comparable or better services can be provided at a lesser cost. The Administration proposes bidding for a three-year period with mutually agreed upon renewals.

RECOMMENDATION:
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter a contract for the internet and telephone services for City facilities at a cost not to exceed $140,000 for each 12-month period of the contract.

cc: Council, Mayor, Mr. Kerber, Mr. Frigge, Mr. Titterington, Clerk, file, staff

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Buildings & Utilities Committee

SUBJECT: Bidding Authorization – HVAC System Replacement at Central Service & Maintenance Facility

SUMMARY REPORT: *(To be read at Council meeting)*
This Committee met on January 27 to provide a recommendation regarding bidding authorization to replace the HVAC system at the Central Service & Maintenance Facility. The current system is original to the mid-1980's construction and parts are no longer available to sustain the system. This project was included in the 2020 budget.

RECOMMENDATION: *(To be read at Council meeting)*
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the for the Central Service and Maintenance Facility HVAC Replacement Project at a total cost not to exceed $103,200.

Respectfully submitted,

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John L. Terwilliger

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William C. Twiss

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Zachary L. Allen Chairman
Buildings & Utilities Committee

DETAILED REPORT:
This Committee met on January 27, 2020, to consider recommending bidding authorization to replace the HVAC system at the Central Service & Maintenance Facility on Experiment Farm Road. The meeting was also attended by Mayor Oda, Council Members Phillips, Rozell and Schweser, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

The HVAC system at the facility is original to the building, which was constructed in the mid-1980s. The existing units have reached the end of their useful life and cannot be maintained as parts are no longer available. The total of $103,200 was included in the 2020 budget in the six operations/funds that work out of the Central Service & Maintenance Facility. The project scope will include the replacement of the heating and ventilation system in the office space and repairing the louvers and exhaust system in the cold storage area.

RECOMMENDATION:
It is the recommendation of this Committee that legislation be prepared authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the for the Central Service and Maintenance Facility HVAC Replacement Project at a total cost not to exceed $103,200.

cc: Council, Mayor, Mr. Kerber, Mr. Frigge, Mr. Titterington, Clerk, file, staff

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Finance Committee

SUBJECT: SBD LOAN – KEYSTONE REAL ESTATE GROUP, LTD FOR 214 S. MULBERRY STREET

SUMMARY: (*to be read at Council meeting*)
On January 27 Committee members Schweser and Phillips met to consider the recommendation of the Loan Review Committee to approve the application of Keystone Real Estate Group, Ltd. for improvements to the property at 214 S. Mulberry Street. The details regarding the improvements to be made from the loan proceeds and the loan application are discussed in the detailed report.

RECOMMENDATION: (*to be read at Council meeting*)
This Committee supports the recommendation of the Loan Review Committee of approving this application as meeting the intent of the Small Business Development Revolving Loan program and recommends that legislation be prepared approving the loan application of Keystone Real Estate Group, Ltd. in the amount of $125,000 from the Small Business Development Revolving Loan Fund. Committee further supports emergency legislation so that the loan can be processed without delay and the building improvements commence.

Respectfully submitted,

_____
Bobby W. Phillips

_____
Todd D. Severt

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John W. Schweser, Chairman
Finance Committee

DETAILED REPORT:
On January 27, 2020, Committee members Schweser and Phillips met to consider the recommendation of the Loan Review Committee that a loan application be approved from the Small Business Development (SBD) Revolving Loan Fund to Keystone Real Estate Group, Ltd., owned by Anthony M. Scott, in the amount of $125,000 to finance expenses related to improving the building at 214 S. Mulberry Street and moving seven business operations of Mr. Scott into a single location. The meeting was also attended by Mayor Oda, Council Member Allen, Rozell, Snee, Twiss and Terwilliger, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

Anthony M. Scott, owner of Keystone Real Estate Group, Ltd., is the owner of the property at 214 S. Mulberry Street. The plan for the building is to make needed improvements, relocate the offices of Keystone Homes and six other companies owned by Mr. Scott to this location to serve as a "one stop shop", and also rent remaining space (approximately 4,000 square feet) to a retail or office tenant. The improvements are defined as repairs to the roof and exterior façade, window replacements, and various interior renovations. The Loan Review Committee reviewed this loan application in public session on January 24, 2020 and recommended it be approved with the following terms:

- Total project costs of approximately $637,000
- DBR Loan principal of $125,000, exclusive of the closing fees which will be paid directly by the applicant
- Loan repayment term of 60 months
- 4.5% interest, with six months of interest only payments, of which .5% is paid to the Troy Development Council (TDC)

- The applicant estimates that at least six additional full-time positions will be created. This would be in addition to the current nine employees that will be moved to this location inside the City.
- Collateral will be a second position lien on the 214 S. Mulberry Street building and a personal guaranty of the owner
- Language will be included to provide for the City to call the loan if all stated repairs are not completed
- Expedited approval is requested so that the business can secure the equipment in a timely manner

The Committee was advised that the .5% of the interest that this and future applicants will pay directly to the TDC is to recognize the increased role that the TDC is absorbing in administrative oversight of the performance of loans, and this payment is in lieu of the City providing a funding increase to the TDC. It was also commented that legislation for this and future loans will permit the City to call a loan in the event of nonperformance. We were informed that there is a sufficient loan fund balance to accommodate this loan.

RECOMMENDATION:
This Committee supports the recommendation of the Loan Review Committee of approving this application as meeting the intent of the Small Business Development Revolving Loan program and recommends that legislation be prepared approving the loan application of Keystone Real Estate Group, Ltd. in the amount of $125,000 from the Small Business Development Revolving Loan Fund. Committee further supports emergency legislation so that the loan can be processed without delay and the building improvements commence.

Cc: Council, Mayor, Law Director, City Auditor, Director of Public Service and Safety, Clerk, staff, file

COMMITTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Streets & Sidewalks Committee

SUBJECT: SIDEWALK REPLACEMENT PROGRAM, RESOLUTION OF NECESSITY FOR PHASE 12

SUMMARY REPORT: *(to be read at Council meeting)*
On January 27 Committee members Phillips and Snee met to consider recommending the Resolution of Necessity for Phase 12 of the Sidewalk Replacement Program. Phase 12 includes approximately 101 parcels as described in the detailed report. These property owners would be given until March 24 to obtain a permit for the work; thereafter the repairs would be made by the City.

RECOMMENDATION: *(to be read at Council meeting)*
It is the recommendation of this Committee that the Resolution of Necessity be prepared for Phase 12 of the Sidewalk Replacement Program.

Respectfully submitted,

Jeffrey A. Schilling

Lynne B. Snee

Bobby W. Phillips, Chairman
Streets & Sidewalks Committee

DETAILED REPORT:
On January 27, 2020, Committee members Phillips and Snee met to consider the Resolution of Necessity for Phase 12 of the Sidewalk Replacement Program. Also attending the meeting were Mayor Oda, Council Members Allen, Rozell, Schweser, Twiss and Terwilliger, the Director of Law, the Director of Public Service and Safety, a citizen, and members of the City staff.

This program is to replace raised, cracked and otherwise dangerous sidewalks that have a liability potential for the property owners and the City. State law requires the property owner to keep the abutting sidewalk in good repair. Phase 12 includes approximately 101 parcels that have been identified where the sidewalks need to be repaired/replaced. Phase 12 generally includes the areas along East Canal Street from Mulberry Street to Floral Avenue; South Union Street from East Canal Street to Racer Street; East West Street from South Union Street to South Mulberry Street; East Simpson Street from South Clay Street to South Crawford Street; Lafayette Street from South Mulberry Street to South Clay Street; South Clay Street from Lafayette Street to East West Street.

If a Resolution of Necessity is approved, property owners will be notified and given until March 24 to obtain the permit for the sidewalk work. Those permits are good for six months. Properties for which permits are not obtained will then be included in a sidewalk project bid by the City, with the property owners later paying the City for that work or having the cost assessed to the property tax.

RECOMMENDATION:
It is the recommendation of this Committee that the Resolution of Necessity be prepared for Phase 12 of the Sidewalk Replacement Program.

Cc: Council
Mayor
Mr. Kerber, Mr. Frigge, Mr. Titterington, Clerk, staff, media

CITY OF TROY, OHIO

RESOLUTION No. R-7-2020

Dayton Legal Blank, Inc.

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR THE REBUILDING OF PARKSON SCREEN #2 PROJECT AT THE CITY OF TROY WASTEWATER TREATMENT PLANT

WHEREAS, Parkson Screen #2 at the City of Troy Wastewater Treatment Plant and requires rebuilding so that the reliability of the equipment continues for plant operations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, Ohio, as follows:

SECTION I: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to advertise for bids and enter into a contract for the Rebuilding of Parkson Screen #2 Project at the Wastewater Treatment Plant, in accordance with the specifications now on file in the office of the Director of Public Service and Safety, at a cost not to exceed One Hundred Thousand Dollars and no/100 ($100,000.00).

SECTION II: That this Resolution shall be effective at the earliest date allowed by law.

Adopted: _____ _____
President of Council

Approved: _____

Attest: _____ _____
Clerk of Council Mayor

CITY OF TROY, OHIO

RESOLUTION No. R-8-2020

Dayton Legal Blank, Inc.

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ENTER INTO AN AGREEMENT WITH KZF DESIGN, INC. OF CINCINNATI, OHIO TO PROVIDE THE DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE FIRE STATION 1 REPLACEMENT PROJECT

WHEREAS, City staff recommended the architectural-engineering firm of KZF Design, Inc. of Cincinnati, Ohio to provide the design and construction related services for the Fire Station 1 Replacement Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, as follows:

SECTION I: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to enter into an agreement with KZF Design, Inc. of Cincinnati, Ohio to provide the design and construction administration services for the Fire Station 1 Replacement Project at a cost not to exceed Six Hundred Thousand Dollars and no/100 ($600,000.00).

SECTION II: That this Resolution shall be effective at the earliest date allowed by law.

Adopted: _____ _____
President of Council

Approved: _____

Attest: _____ _____
Clerk of Council Mayor

CITY OF TROY, OHIO

RESOLUTION No. R-9-2020

Dayton Legal Blank, Inc

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR INTERNET AND TELEPHONE SERVICES AT ALL CITY FACILITIES

WHEREAS, the contract for internet and telephone services at City of Troy facilities has expired.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, Ohio, as follows:

SECTION I: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to advertise for bids for internet and telephone services at all City facilities for a three-year period with optional mutually agreed upon renewals, in accordance with the specifications now on file in the office of the Director of Public Service and Safety, at a cost not to exceed One Hundred Forty Thousand Dollars and no/100 ($140,000.00) for each twelve-month period of the contract.

SECTION II: That this Resolution shall be effective at the earliest date allowed by law.

Adopted: _____ _____
President of Council

Approved: _____

Attest: _____ _____
Clerk of Council Mayor

CITY OF TROY, OHIO

RESOLUTION No. R-10-2020

Dayton Legal Blank, Inc.

RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY OF THE CITY OF TROY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR THE REPLACEMENT OF THE HEATING, VENTILATON AND AIR CONDITIONING (HVAC) SYSTEM AT THE CENTRAL SERVICE & MAINTENANCE FACILITY

WHEREAS, the Heating, Ventilation and Air Conditioning (HVAC) System at the City's Central Service & Maintenance Facility on Experiment Farm Road is original to the construction of said Facility, has outlived the useful life of the system, and parts are no longer available to support the system.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, Ohio, as follows:

SECTION I: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to advertise for bids for a contract for the HVAC Replacement Project at the Central Service & Maintenance Facility, in accordance with the specifications now on file in the office of the Director of Public Service and Safety, at a cost not to exceed One Hundred Three Thousand, Two Hundred and no/100 Dollars ($103,200.00).

SECTION II: That this Resolution shall be effective at the earliest date allowed by law.

Adopted: _____ _____
President of Council

Approved: _____

Attest: _____ _____
Clerk of Council Mayor

CITY OF TROY, OHIO

RESOLUTION No. R-11-2020

Dayton Legal Blank, Inc.

RESOLUTION APPROVING THE APPLICATION OF KEYSTONE REAL ESTATE GROUP, LTD. FOR LOAN ASSISTANCE FROM THE SMALL BUSINESS DEVELOPMENT REVOLVING LOAN FUND AND DECLARING AN EMERGENCY

WHEREAS, Council has previously adopted Resolution R-11-2007, which established guidelines for the Small Business Development Revolving Loan Fund, and

WHEREAS, Keystone Real Estate Group, LTD. (hereafter "KREG") made an application for a loan of $125,000.00 of such funds to assist with the improvements to the interior and exterior of 214 S. Mulberry Street, Troy, Ohio; and

WHEREAS, as security for this loan, KREG offers a mortgage on the said building and the personal guaranty of Anthony M. Scott; and

WHEREAS, the Loan Review Committee reviewed the application of KREG on January 24, 2020 and recommended its approval.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, Ohio, as follows:

SECTION I: That the Council of the City of Troy, Ohio hereby approves the application of KREG for financial assistance from the Small Business Development Revolving Loan Fund in the amount of $125,000.00 for a term of sixty months; with six months of interest-only payments at 4.5% per annum, then followed by monthly principal and interest payments at 4.5% per annum; that of the 4.5% interest per annum 4.0% will be payable to the City of Troy, Ohio, and 0.5% will be payable to the Troy Development Council for administrative oversight of the performance of the loan.

SECTION II: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to execute any and all related documents and take whatever actions are necessary to complete the loan process in accordance with the City and State guidelines and in accordance with the Finance Committee's report to Council, attached hereto as Exhibit A.

SECTION III: That the Director of Public Service and Safety of the City of Troy, Ohio is hereby authorized to execute any documents necessary for the release and cancellation of security liens securing this loan at such time that the loan is repaid in full, and that the Law Director is hereby authorized and directed to cause the recording of such documents necessary for said release.

SECTION IV: That this Resolution is an emergency measure necessary for the immediate preservation of the public peace, health, and safety of the City of Troy, Ohio, and for the further reason that time is of the essence for the loan to be made as soon as possible so that the improvement may commence without delay, NOW, WHEREFORE, this Resolution shall be effective immediately upon its adoption and approval by the Mayor.

Adopted: _____ _____
President of Council

Approved: _____

Attest: _____ _____
Clerk of Council Mayor

Exhibit A

COMMITTTEE REPORT
TROY CITY COUNCIL

TO: Mr. Lutz, President of Council DATE: January 27, 2020

FROM: Finance Committee

SUBJECT: SBD LOAN – KEYSTONE REAL ESTATE GROUP, LTD FOR 214 S. MULBERRY STREET

SUMMARY: (*to be read at Council meeting*)
On January 27 Committee members Schweser and Phillips met to consider the recommendation of the Loan Review Committee to approve the application of Keystone Real Estate Group, Ltd. for improvements to the property at 214 S. Mulberry Street. The details regarding the improvements to be made from the loan proceeds and the loan application are discussed in the detailed report.

RECOMMENDATION: (*to be read at Council meeting*)
This Committee supports the recommendation of the Loan Review Committee of approving this application as meeting the intent of the Small Business Development Revolving Loan program and recommends that legislation be prepared approving the loan application of Keystone Real Estate Group, Ltd. in the amount of $125,000 from the Small Business Development Revolving Loan Fund. Committee further supports emergency legislation so that the loan can be processed without delay and the building improvements commence.

Respectfully submitted,

_____
Bobby W. Phillips

_____
Todd D. Severt

_____
John W. Schweser, Chairmen
Finance Committee

DETAILED REPORT:
On January 27, 2020, Committee members Schweser and Phillips met to consider the recommendation of the Loan Review Committee that a loan application be approved from the Small Business Development (SBD) Revolving Loan Fund to Keystone Real Estate Group, Ltd., owned by Anthony M. Scott, in the amount of $125,000 to finance expenses related to improving the building at 214 S. Mulberry Street and moving seven business operations of Mr. Scott into a single location. The meeting was also attended by Mayor Oda, Council Member Allen, Rozell, Snee, Twiss and Terwilliger, the Director of Law, the Director of Public Service and Safety, members of the City staff, and a citizen.

Anthony M. Scott, owner of Keystone Real Estate Group, Ltd., is the owner of the property at 214 S. Mulberry Street. The plan for the building is to make needed improvements, relocate the offices of Keystone Homes and six other companies owned by Mr. Scott to this location to serve as a "one stop shop", and also rent remaining space (approximately 4,000 square feet) to a retail or office tenant. The improvements are defined as repairs to the roof and exterior façade, window replacements, and various interior renovations. The Loan Review Committee reviewed this loan application in public session on January 24, 2020 and recommended it be approved with the following terms:

- Total project costs of approximately $637,000
- DBR Loan principal of $125,000, exclusive of the closing fees which will be paid directly by the applicant
- Loan repayment term of 60 months
- 4.5% interest, with six months of interest only payments, of which .5% is paid to the Troy Development Council (TDC)

- The applicant estimates that at least six additional full-time positions will be created. This would be in addition to the current nine employees that will be moved to this location inside the City.
- Collateral will be a second position lien on the 214 S. Mulberry Street building and a personal guaranty of the owner
- Language will be included to provide for the City to call the loan if all stated repairs are not completed
- Expedited approval is requested so that the business can secure the equipment in a timely manner

The Committee was advised that the .5% of the interest that this and future applicants will pay directly to the TDC is to recognize the increased role that the TDC is absorbing in administrative oversight of the performance of loans, and this payment is in lieu of the City providing a funding increase to the TDC. It was also commented that legislation for this and future loans will permit the City to call a loan in the event of nonperformance. We were informed that there is a sufficient loan fund balance to accommodate this loan.

RECOMMENDATION:
This Committee supports the recommendation of the Loan Review Committee of approving this application as meeting the intent of the Small Business Development Revolving Loan program and recommends that legislation be prepared approving the loan application of Keystone Real Estate Group, Ltd. in the amount of $125,000 from the Small Business Development Revolving Loan Fund. Committee further supports emergency legislation so that the loan can be processed without delay and the building improvements commence.

Cc: Council, Mayor, Law Director, City Auditor, Director of Public Service and Safety, Clerk, staff, file

CITY OF TROY, OHIO

RESOLUTION No. R-12-2020

Dayton Legal Blank, Inc

RESOLUTION DECLARING THE NECESSITY OF PHASE 12 OF THE SIDEWALK REPLACEMENT PROGRAM IN THE CITY OF TROY, OHIO

WHEREAS, the Council of the City of Troy has determined that there is a need to replace certain sidewalks in the areas along East Canal Street from Mulberry Street to Floral Avenue; South Union Street from East Canal Street to Racer Street; East West Street from South Union Street to South Mulberry Street; East Simpson Street from South Clay Street to South Crawford Street; Lafayette Street from South Mulberry Street to South Clay Street; South Clay Street from Lafayette Street to East West Street in the City of Troy, Ohio.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Troy, Ohio as follows:

SECTION I: That it is necessary to implement Phase 12 of the Sidewalk Replacement Program and to replace certain sidewalks in the areas along East Canal Street from Mulberry Street to Floral Avenue; South Union Street from East Canal Street to Racer Street; East West Street from South Union Street to South Mulberry Street; East Simpson Street from South Clay Street to South Crawford Street; Lafayette Street from South Mulberry Street to South Clay Street; South Clay Street from Lafayette Street to East West Street in the City of Troy, Ohio.

SECTION II: That the plans, specifications and estimates of cost for the construction and/or repair now on file in the office of the Clerk are approved.

SECTION III: That the owners of each lot and parcel of land bounding and abutting on the proposed sidewalks shall construct and/or repair that portion of the sidewalk which abuts his property or have a permit issued by the City for such work by March 24, 2020, in accordance with the plans and specifications filed in the office of the Clerk, and after service of notice of the passage of this Resolution.

SECTION IV: That in the event any such abutting property owner does not complete the construction and/or repair of that portion of such sidewalk which abuts the property, in accordance with the plans and specifications and within the time prescribed above, this Council will cause the work to be done and the entire cost assessed on the property of the abutting property owner.

SECTION V: That the Clerk of Council is directed to serve notice of the passage of this Resolution on the owners of the lots and lands abutting on the sidewalks as provided by law.

SECTION VI: That this Resolution shall be effective at the earliest date allowed by law.

Adopted:_____ _____
President of Council

Approved:_____

Attest: _____ _____
Clerk of Council Mayor

TROY
OHIO

ITEMS OF INTEREST

TO: Mayor Oda
Mr. Lutz, President of Council
Council Members

FROM: Patrick E. J. Titterington, City Director

DATE: January 31, 2020

We are providing the following for your information:

- Contract Awards:
  - One bid was received for the 2020-2022 Bituminous Asphalt Materials. Council authorized $80,000 per year for the materials. The contract has been awarded to the only bidder Valley Asphalt Corporation for 2020, $64,800.00; 2021, $66,600.00; and 2022, $68,400.00 for the total amount of $199,800.00.
  - One bid was received for the 2020-2022 supply of various Water Meters and Appurtenances. Council authorized $180,000 per year for the supplies. The contract has been awarded to the only bidder Everett J. Prescott, Inc. for 2020, $179,829.19; 2021, $177,365.73; and 2022, $178,930.73 for the total amount of $536,125.65.

- Employment Updates:
  - Salome Hekate was appointed to the position of Management Analyst effective January 27.
  - Matt Clifton was appointed to the position of Laborer for the Park Department effective January 27.
  - After 28 years of service, Police Officer Jeffrey Hubbard has announced his retirement effective April 24.

- Round three of leaf collection started on Thursday, January 2 and ends today. Residents who still have leaves can place them in a paper bio-degradable bag for yard waste collection at the curb on the day of normal weekly refuse/recycling pickup.

- City offices will be closed on Monday, February 17 for the President's Day Holiday. Residential refuse collection and recycling will be on schedule.

- Attached is the current Snow Removal report for the 2019-2020 winter season.

Upcoming Events at Hobart Arena

Jan. 31	8:00 pm	Dustin Lynch Stay Country Tour
Feb. 8-9		The Greater Midwest Cheer & Dance Expo
Feb. 21-23		Miami County Home & Garden Show
March 1	6:00 pm	Bill Engvall
March 6-7		OHSAA Division III District Wrestling Championships
March 20	7:00 pm	Rend Collective
March 28	7:30 pm	Ice World Championship Ice Racing

Calendar of Meetings

Feb. 3	7:00 pm	Council	City Hall – Council Chambers
Feb. 10	6:00 pm	Council Committee and Work Session	City Hall – Council Chambers
Feb. 11	4:00 pm	Park Board	City Hall – Council Chambers
Feb. 12	3:30 pm	Planning Commission	City Hall – Council Chambers
Feb. 18	7:00 pm	Council	City Hall – Council Chambers
Feb. 19	4:00 pm	Recreation Board	Hobart Arena
Feb. 24	6:00 pm	Council Committee and Work Session	City Hall – Council Chambers
Feb. 26	3:30 pm	Planning Commission	City Hall – Council Chambers

Reports from other departments are attached.

If you have any questions, please do not hesitate to contact this office.

Enclosure
cc: Department Head

TROY
OHIO

Operations
Items of Interest
January 31, 2020

Street/Solid Waste – Jerry Mullins, Foreman

- Collected and transported 233 tons of residential trash since the last report of 374 tons
- Handled one recycling complaint and nine trash complaints
- Collected yard waste bags and bundled brush
- Crack sealed designated roads
- Finished asphalting for the season. Temporary cold patch will be placed in the street openings which are currently filled with gravel. Once the asphalt plant reopens in the spring, permanent repairs will be made.
- Round three of leaf collection is complete. Leaves will only be picked up if they are placed in a paper bio-degradable yard waste bag.
- Christmas tree collection is complete. Any trees collected in February will be taken to the Dye Mill Road Compost Facility.

Electrical – Brian Ferree, Foreman

- Completed Ohio Utilities Protection Service requests as needed
- Completed the department's safety report for February
- Replaced two photo-cells that control the lighting at Treasure Island Park
- Installed a new electrical outlet and a CAT 6 communication cable at City Hall
- Installed mural banners in the downtown
- Installed a new lighting contractor at Duke Park; the contractor controls the street lights
- Installed new lights on the announcer's booth at Duke Park
- Installed new lighting in the men's restroom and the hallway at the Maintenance Facility
- Installed Hobart Arena Performer Banners on the Adams Street bridge and around the Hobart Arena parking lot

Water Distribution/Sewer Maintenance – Tom Parsons, Foreman

- Marked numerous Ohio Utilities Protection Service tickets
- Worked on numerous work orders for Billing and Collection
- Investigated numerous high consumption alerts
- Completed non-pay shut-offs and reconnected them as they were paid
- Replaced a 6" valve on East Canal Street
- Shut water off at the patio homes in Halifax Villas Subdivision to move water service out of the drive
- Checked sewer call on East Race Street
- Sewer call on Weston Road
- Televised sewers on East Water Street, South Walnut Street, Skylark Drive, Brook Park Drive, North Dorset Road, and Switzer Drive
- Converted four manholes to valve boxes
- Replaced three catch basins on Frank Street, one on Scott Street, two on Arlington Avenue, and two on Franklin Street

Operations
Items of Interest
January 31, 2020

Wastewater Treatment Plant – Ken Parks

- Superintendent Mitch Beckner will retire on January 31 after 31 years of employment with the City of Troy. The staff at the Wastewater Treatment Plant would like to thank Mitch for his leadership and friendship. We wish him the best.
- We have begun ordering parts and services for several maintenance projects scheduled for this year at the plant. These projects include new roof access steps for the Headworks building, Calgon UV system programming changes and parts, two SEEPEX sludge pumps to replace existing worn out pumps, 1500 kw Generator radiator rebuild, replacement of the switchgear batteries and charger, and carbon replacement on the outdoor odor control unit.

Water Treatment Plant – Jeff Monce

- A maintenance and repair project is underway at Well 17 in the Miami Shores Golf Course. The pitless adaptor section of the well casing will be replaced with a conventional cleaning of the well to follow.
- The repaired variable frequency drive (VFD) for High Service Pump 4 has been reinstalled and is operating well. Power disturbances in 2019 ruined several components of this drive.
- Line reactor and isolation transformer equipment, which will improve protection of all distribution and well pump VFD's, has been delivered and should be installed in February.
- Semi-annual preventive maintenance on four emergency generators was performed by vendor on January 23.
- A review of the Source Water Protection Plan (SWAP) Potential Contaminant Source (PCS) list was completed January 24.

Items of Interest
Engineering Department
January 31, 2020

PUBLIC WORKS AND CITY FACILITY PROJECTS

PROJ #	PROJECT TITLE	PROJECT STATUS
2014-09	McKaig Road Improvements Phase 4	Project is being closed out. Funding reimbursement is being requested.
2015-10	Troy Recreational Trail Resurfacing (PID 100778)	Project is being closed out. Funding reimbursement is being requested.
2015-32	State Route 41 Interconnect Phase 2 (PID 103488)	Phase 2 of the interconnect project will provide communication of signals at Marybill Drive and Dorset Road. Right-of-way acquisition is ongoing with offers and payments to the property owners.
2016-13	Riverside Drive Phase 2	This project encompasses Riverside Drive from the Cemetery Maintenance Building to Orchard Drive. Punch list items continue to be completed by the contractor so the project can be closed out.
2016-20	Dam Removal Feasibility Study	FlatLand Resources, LLC of Muncie, IN was authorized to perform the feasibility study. The feasibility study is proceeding. FlatLand is doing pebble count and other data collections. The analysis of samples and modeling of the river continues as part of the study. FlatLand is coordinating with Arcadis to understand how a potential removal would effect the west wellfield. A final public meeting will be scheduled in spring 2020.
2017-18	Lincoln Community Center Condition Assessment & Repair Project	Council authorized bidding of interior and exterior work using CDBG funds. The contract has been awarded to Arcon Builders, LTD. of Arcanum. Work is finishing up.
2018-10	Harrison - Atlantic Street Project	The City received the CDBG grant for completion of the waterline in the Harrison and Atlantic Street neighborhood. Sturm Construction Inc. was awarded the project. Work is anticipated to begin in mid-February 2020.
2018-12	West Main Street (SR 41) Corridor Improvements (PID 108662 and 110253)	Council authorized Strand Associates, Inc. to design improvements along West Main Street from Market Street (i.e. Public Square) to I-75. Surveying will proceed as weather allows. Both project phases have been awarded grant funding totaling $5,508,383 and an additional $860,000 for ODOT Urban Paving Program. Phase 1 Stage 1 plans have been approved by ODOT. Staff continues to work with DP&L and Vectren to satisfy their requested upgrades and potential relocation. Utility coordination and design continues. Phase 1 Stage 2 plans and Phase 2 Stage 1 plans are due by April 2020.
2018-24	ADA Transition Plan	To qualify for federal funding, a transition plan pertaining to ADA City facilities, including infrastructure improvements in the right-of-way (ROW) is required. Staff hired several interns to collect data in the ROW. LJB, Inc. assisted the City with creating a GIS collector app for data collection in the ROW and at City facilities. Staff is finalizing the transition plan; the transition plan will be presented to Council in early 2020 requesting acceptance.
2019-02	Fire Station 1 Replacement	Staff scored and interviewed responding consultants. Staff recommended KZF Design Inc. of Cincinnati, Ohio as the design architect for the new fire station. Authorizing legislation will be on Council's February 3 agenda.

Items of Interest
Engineering Department
January 31, 2020

PROJ #	PROJECT TITLE	PROJECT STATUS
2020-01	Community Park/Adams St Bike Path	Staff has begun to design path internally in order to bid early Spring 2020.
2020-02	TI Harbor Dredging	Staff is beginning the permit process with the US Corp of Engineers, and has reached out to several contractors who perform similar to work to begin to put a scope of services together for a contractor to bid. Staff will be discussing performing a pilot of a scuba diver technology to see how it works in the harbor.
2019-25	S Market St Signal Timing	Staff is working with ODOT and CMT, an ODOT prequalified consultant for this type of project, to proceed with safety grant funding to review the traffic signals along Market Street beginning at Water Street through Simpson Street.
2019-27	Madison Street Lift Station Pump Rehab	Staff is working with grant funding consultant to apply for CDBG Critical Infrastructure grant funding to assist with the costs of this repair/rehabilitation of the Madison Street Stormwater Lift Station.
2019-23	Traffic Signal - W Main Street and Kings Chapel Drive	Staff is working with Oaks Engineering, Inc. to design the signal and prepare construction drawings to bid later in 2020.

ANNUAL PROJECTS

	Sidewalk Program 2018 (Phase 11)	This phase is the southeast side of the City, generally to the east of Phase 10. The remaining assessments will be placed on the property owners taxes beginning collection in 2021.
	Sidewalk Program 2020 (Phase 12)	The next phase continues to be the southeast side of the City and is generally to the east of Phase 11. This phase of the sidewalk repair is is along E. Canal St. from S. Mulberry St. to Floral Ave., S. Clay St. between McClung St. and E. West St., S. Crawford St. between E. Canal St. and E. West St., and S. Union St. from E. Canal St. to E. Dakota St. Staff will be requesting Council to pass a Resolution of Necessity in the next month to begin the next phase of the sidewalk program. If the Resolution of Necessity is passed, residents affected by this repair program will be notified.
	Sidewalk, Driveway, Water, Sewer, and Sump Inspections	Inspections are continuing to be completed as requested with replacements and new developments referenced below.

Items of Interest
Engineering Department
January 31, 2020

SUBDIVISION PROJECTS

PROJ #	PROJECT TITLE	PROJECT STATUS
2019-04	The Reserve at Washington	Section 1 was approved by Council and the escrow agreement was finalized. Construction has begun.
2018-19	Halifax Villas	Construction continues with the installation of the private streets. Housing has begun. The developer submitted a major change to the Planned Development regarding the southwest and northeast undeveloped land. Planning Commission recommended approval of the revised General Plan to Council. Council will hold a public hearing on March 2.
2018-25 2019-14	Heritage at Troy Country Club Heritage Village at Troy Country Club	The Heritage and Heritage Village subdivisions have intermediate asphalt installed; home construction has begun.
2017-21; 2018-22; 2019-13	Fox Harbor	Contractor is working on punch list items in order to close out Section 4 and get the City's final acceptance. Section 5 and 6 has intermediate asphalt installed; home construction has begun.
2017-15; 2018-02	Stonebridge Meadows	Sections 6 and 7 have intermediate asphalt installed. The contractor is repairing a couple of infrastructure deficiencies in Section 6 and 7. Home construction continues in Section 6 and 7.
2016-15; 2016-25; 2018-08	Halifax	Contractor is working on punch list items in order to close out Sections 2 and 3 and get the City's final acceptance. Section 4 has intermediate asphalt being installed; home construction can begin. The final plat of Section 5 was approved by Council and staff is working through the final details prior to construction beginning.
2015-35; 2017-12	Nottingham	Section 9 and 10 escrow was released and entered into a one-year maintenance guarantee period.
2016-01	Edgewater	Section 8 escrow is being held during the one-year maintenance guarantee period.
2007-19	Pleasantview Estates	Section 3 is awaiting final course of asphalt. Staff is working with the Law Director to have the developer complete the final course of asphalt.
2000-50	Oakmont	Section 5 is awaiting final punch list and final course of asphalt. Developer has paid Miami Valley Lighting for street lights and plans to get the punch list and asphalt completed to finish the plat.
2018-07	Villages of Concord	A revised preliminary plan has been approved by Planning Commission.

MONTH	SALT (TONS)	SALT ($/TON)	SALT ($/EVENT)	BEET JUICE (GAL)	BEET JUICE ($/GAL)	BEET JUICE ($/EVENT)	UNLEADED (GAL)	UNLEADED ($/GAL)	UNLEADED ($/EVENT)	DIESEL (GAL)	DIESEL ($/GAL)	DIESEL ($/EVENT)	REG LABOR (HOURS)	REG LABOR ($/EVENT)	OT LABOR (HOURS)	OT LABOR ($/EVENT)	EVENT TOTAL ($/EVENT)	*TOTAL SPENT TO DATE*	TOTAL SALT USAGE (TONS)	TOTAL SALT REMAINING (TONS)	EVENT DESCRIPTION (M = Mains; S = Secondaries; B = Bridges;
Starting totals:																				259.0	
August 26, 2019	0.0	$65.04	$ -	0.0	$1.37	$ -	0.0		$ -	0.0		$ -	0.00	$ -	0.00	$ -	$ -	$ -	0.0	850.0	Salt delivery 591 tons
November 11, 2019 8:00PM - 12:00AM	72.0	$65.04	$ 4,682.88	360.0	$1.37	$ 493.20	0.0	$2.14	$ -	57.0	$2.47	$ 140.79	0.00	$ -	28.50	$ 1,261.48	$ 6,578.35	$ 6,578.35	72.0	778.0	Salt mains & secondaries
November 11, 2019 4:00AM - 10:00AM	48.0	$65.04	$ 3,121.92	210.0	$1.37	$ 287.70	0.0	$2.14	$ -	75.0	$2.47	$ 185.25	24.00	$ 703.20	24.00	$ 1,054.83	$ 5,352.90	$ 11,931.25	120.0	730.0	Plow mains & secondaries Salt locals
December 15, 2019 10:00PM - 2:15AM	110.0	$65.04	$ 7,154.40	525.0	$1.37	$ 719.25	8.0	$2.20	$ 17.60	75.0	$2.63	$ 197.25	0.00	$ -	30.50	$ 1,298.04	$ 9,386.54	$ 21,317.79	230.0	620.0	Salt everything, including locals. 2" snowfall
December 17, 2020 2:00AM - 10:00AM	62.0	$65.04	$ 4,032.48	290.0	$1.37	$ 397.30	0.0	$2.20	$ -	75.0	$2.63	$ 197.25	24.00	$ 675.81	5.50	$ 318.59	$ 5,621.43	$ 26,939.22	292.0	558.0	Salt mains & secondaries 1/2" snow/freezing rain
Total			*$ 18,991.68*			*$ 1,897.45*			*$ 17.60*			*$ 720.54*		*$ 1,379.01*		*$ 3,932.94*		*$ 26,939.22*			

* Compared with 2018-2019 season expenses totaling $82,045.35 and 829 tons of salt used as of January 31, 2019

Start season with 250 Tons at $65.04/ton, new salt $73.45/ton
Using 259T cost first

High Usage Alert Records

Address	24 Hr. usage Cu Ft.	Shut Off: Yes - No	Date	Reconnect: Yes - No - Cause
E. Simpson Street	900	Yes	January 10, 2020	
Skylark Drive	300	Yes	January 10, 2020	
S. Ridge Avenue	400	No	January 15, 2020	No toilet running
Stonebridge Drive	300	No	January 16, 2020	No contacted and advised
Harrison Street	2500	No	January 16, 2020	No B&C to call
Crestview Drive	500	Yes	January 16, 2020	No left blue card B&C to call
Maplewood Drive	500	No	January 22, 2020	No toilet running
Crawford Street	300	Yes	January 23, 2020	No left blue card B&C to call
Marybill Drive	500	No	January 23, 2020	No toilet running
S. Market Street	400	No	January 23, 2020	No toilet running
Cornish Drive	500	Yes	January 24, 2020	Yes 1/24/2020 toilet running
Trade Square	300	No	January 24, 2020	No not running left blue card

TROY
OHIO

MEMORANDUM

TO: Patrick E.J. Titterington, Director of Public Service and Safety

FROM: Tim Davis, Development Director

DATE: January 31, 2020

SUBJECT: ***Items of Interest Report***

I have attached two reports which summarize concerns that are being addressed by the Economic Development Department from January 16, 2020 to January 29, 2020.

The first report shows all permit applications that were received. The permits have been separated by the wards they are located within. There were 13 permit applications received during this time period.

The second report contains the address, type of concern, and a summary of the current status of on-going property maintenance violations. Both open and closed concerns are listed. These concerns are separated by the wards of which they are located within. There were 10 violations addressed during this time period.

All costs associated with the removal of trash and elimination of noxious weeds will be invoiced to the property owner. Should the property owner fail to pay any invoice, the cost will be assessed to the property taxes where the violation occurred.

encl.

Permit Activity Report

January 16, 2019 - January 29, 2019

Project Address	Ward	Permit Type	Description	Assigned To	Permit Date	Total Fees
1440 East State Route 55	1	Tent Permit	TENT PERMIT 30 X 30	Robert Watson	1/22/2020	$112.82
200 ADAMS ST	2	Sign Permit-Permanent	FS ELECTRONIC SIGN-BARN IN THE PARK	Shannon Brandon	1/21/2020	$25.00
79 FOSS WAY	2	Sign Permit-Permanent	MIDTOWN COFFEE WALL SIGN	Shannon Brandon	1/17/2020	$39.00
1424 Legacy Ct.	4	Zoning-Residential-New	NEW RESIDENTIAL CONSTRUCTION	Shannon Brandon	1/23/2020	$89.36
509 LINCOLN AVE	4	Zoning-Accessory-Residential	SHED	Robert Watson	1/28/2020	$25.00
1137 WESTRIDGE DR	4	Zoning-Accessory-Residential	SHED	Robert Watson	1/24/2020	$25.00
2423 W SR 55	4	Zoning-Commercial-New	ODOT COLD STORAGE BLDG	Shannon Brandon	1/23/2020	$207.43
116 W MARKET ST	4	Fence Permit	FENCE	Shannon Brandon	1/23/2020	$10.00
2618 DURHAM ST	4	Zoning-Accessory-Residential	ADDITION TO HOUSE	Shannon Brandon	1/21/2020	$25.00
1557 SUSSEX RD	5	Fence Permit	FENCE PERMIT	Shannon Brandon	1/22/2020	$10.40
404 S RIDGE AVE	5	Zoning-Residential Addition	ADDITION TO HOUSE AND NEW GARAGE	Robert Watson	1/21/2020	$26.00
1112 RED MAPLE DR	6	Zoning-Residential-New	SINGLE FAMILY RESIDENCE W/BASEMENT	Robert Watson	1/23/2020	$94.36
2725 Douglas Dr	6	Fence Permit	PRIVACY FENCE	Robert Watson	1/16/2020	$10.40

Violation Activity Summary

January 16, 2019 - January 29, 2020

Case #	Case Date	Assigned To	Site Address	Ward	Type of Violation	Status	Description
20200020	1/24/2020	Robert Watson	1670 SARATOGA DR	1	TRASH & DEBRIS	Closed	1/23 RW, Extra bags of trash at curb, explained to owner that bags must be in roll out container. They would pick up and remove this week. Follow Up 1/28. 1/28 RW, closed, trash removed by owner.
20200021	1/24/2020	Robert Watson	1305 SARATOGA DR	1	OUTDOOR STORAGE	Open	1/23 RW, In area noticed and saw items along the side of house, sending Certificate mail, Follow Up 2/5
20200019	1/24/2020	Robert Watson	121 ASH ST	2	TRASH & DEBRIS	Open	1/23 RW, Talked with property owner, someone's dog got into their trash. They will pick up by trash pick up day. Follow up 1/29
20200015	1/21/2020	Robert Watson	1258 SKYLARK DR	2	TRASH & DEBRIS	Open	1/21 RW, Complaint of a downed tree due to storms. Sending Certified and Certificate letter.
20200018	1/24/2020	Shannon Brandon	404 N ELM ST	4	PROPERTY MAINTENANCE	Open	1-24-2020 sb Went out 1-22-2020 with the Building Dept. and the Health Dept. The roof is sagging really bad. The tenant stated he got on the roof due to it leaking but he had to get down because the roof was so soft it felt like a trampoline. Roof will need to be taken down to the rafters, and inspection of the rafters will be needed to check for damaged prior to the new roof being installed. The gutters are rusted and need to be removed and new gutters installed. Front porch has damaged boards due to water leaking from gutters - repair porch, back wall of the mud room is not fastened to the foundation - needs to be re-attached using industry standard construction processes, windows that don't open or have screens - repair, there is a gap in material between the siding and the front door frame - repair so no water gets in, the chimney needs repaired because it's missing mortar, all trim needs painted, oxidation needs removed from the north side of the house. Certified and certificate, follow up 3-2-2020.
20200016	1/21/2020	Shannon Brandon	PETERS RD	4	TRASH & DEBRIS	Open	1-21-2020 sb Complaint of trash being dumped on this property. Certified and certificate, mailed 1-24-2020, follow up 2-3-2020.
20200024	1/27/2020	Robert Watson	1802 W MAIN ST	6	SIGN VIOLATION	Open	1/27 RW, Noticed banner on a legal freestanding real estate sign. Contacted business owner for removal, will issue certified letter if needed. Follow Up 1/29
20200017	1/24/2020	Robert Watson	2725 DOUGLAS DR	6	FENCE PROBLEMS	Open	1/23 RW, Fence installed incorrectly and over the property line. In contact with the contractor to set deadline for re-installation. Follow Up 1/31
20200022	1/24/2020	Robert Watson	10 S STANFIELD RD	6	SIGN VIOLATION	Closed	1/24 RW, Tires left out in the front of the business, stacked to make wording for advertisement. Talked to Mgr - Brian and they will remove. 1/27 RW, removed, Closed.
20200023	1/24/2020	Robert Watson	10 S STANFIELD RD	6	OUTDOOR STORAGE	Closed	1/24 RW, Tires out in the yard of the business, possible signage but also considered storage. Talked to Mgr-Brian and would remove. 1/27 RW, removed, Closed.

February 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Council Meeting 7:00 pm Council Chambers	4	5	6	7	8
9	10	11 Park Board 4:00 pm Council Chambers	12 Planning Commission 3:30 pm Council Chambers	13	14	15
16	17 President's Day City Offices Closed	18 Council Meeting 7:00 pm Council Chambers	19 Recreation Board 4:00 pm Hobart Arena	20	21	22
23	24	25	26 Planning Commission 3:30 pm Council Chambers	27	28	29

FEBRUARY 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 FINISH TEARDOWN 9:00-10:00AM MITES PRACTICE 10:15AM-12:15PM TSC 2:00-4:00PM PUBLIC SKATE 8:00-10:00PM PUBLIC SKATE
2 9:00-10:00AM MICK 10:15-11:15AM PWT GAME 11:30AM-1:30PM HS HOCKEY GAME 1:45-2:45PM PWT GAME 3:00-4:00PM SQ T GAME 4:15-5:15PM SQT GAME SUPER BOWL	3 7:15-10:00AM FREESTYLE 2:30-5:00PM FREESTYLE 5:15-6:30PM SKATE W/US 6:45-7:35PM SQ H/T 7:45-8:35PM PW H/T 8:45-9:35PM BANTAM H 9:45-10:35PM MIDGETS	4 6:00-7:00AM HS HOCKEY 7:15-10:00AM FREESTYLE 3:00-3:45PM FREESTYLE 4:00-5:30PM JR CLUB 5:40-6:30PM IP OR MITE 6:45-7:35PM PW H 7:45-8:35PM BANTAM T 8:45-11:30PM CANES & PUCKS	5 7:15-10:00AM FREESTYLE 12:30-2:30PM HOMESCHOOL 5:45-6:35PM SQ H 6:45-7:35PM SQ T 7:45-8:35PM PW T 8:45-9:45PM MEGA CITY 10:00-10:50PM HS HOCKEY	6 7:15-9:00AM FREESTYLE 9:00-9:30AM PRESCHOOL 3:00-3:45PM FREESTYLE 4:00-5:30PM JR. CLUB 5:30-6:45PM SKATE W/US 6:55-7:45PM MITE 8:00-8:50PM BANTAM H/T 9:00-9:50PM MIDGETS 10:00-10:50PM HS HOCKEY	7 7:00AM REMOVE GLASS AND BOXES 2:30-7:30PM FREESTYLE & TSC 7:30PM START COVERING ICE 10:00PM-MIDNIGHT LOAD IN FOR CHEER	8 CHEER DERBY
9 CHEER DERBY	10 7:15-10:00AM FREESTYLE 2:30-5:00PM FREESTYLE 5:15-6:30PM SKATE W/US 6:45-7:35PM SQ H/T 7:45-8:35PM PW H/T 8:45-9:35PM BANTAM H 9:45-10:35PM MIDGETS	11 6:00-7:00AM HS HOCKEY 7:15-10:00AM FREESTYLE 3:00-3:45PM FREESTYLE 4:00-5:30PM JR CLUB 5:40-6:30PM IP OR MITE 6:45-7:35PM PW H 7:45-8:35PM BANTAM T 8:45-11:30PM CANES & PUCKS	12 7:15-10:00AM FREESTYLE 1:00-3:00PM HOMESCHOOL 5:45-6:35PM SQ H 6:45-7:35PM SQ T 7:45-8:35PM PW T 8:45-9:45PM MEGA CITY 10:00-10:50PM HS HOCKEY	13 7:15-9:00AM FREESTYLE 9:00-9:30AM PRESCHOOL 3:00-3:45PM FREESTYLE 4:00-5:30PM JR. CLUB 5:30-6:45PM SKATE W/US 6:55-7:45PM MITE 8:00-8:50PM BANTAM H/T 9:00-9:50PM MIDGETS 10:00-10:50PM HS HOCKEY	14 7:15-10:00AM FREESTYLE 2:30-7:30PM FREESTYLE AND TSC 8:00-10:00PM PUBLIC SKATE	15 7:00-7:50AM MITES 10:15AM-12:15PM TSC 2:00-4:00PM PUBLIC SKATE 8:00-10:00PM PUBLIC SKATE
16 9:00-10:00AM MICK 10:15-11:45AM MIDGET GAME 12:00-1:30PM MIDGET GAME 2:00-4:00PM PUBLIC SKATE 4:30-7:30PM MEGA CITY 8:00-10:00PM PUBLIC SKATE	17 7:15-9:45AM FREESTYLE 10:00AM-12:00PM HOMESCHOOL 1:00-3:00PM PUBLIC SKATE 3:30-5:00PM FREESTYLE 5:15-6:30PM SKATE W/US 6:45-7:35PM SQ H/T 7:45-8:35PM PW H/T 8:45-9:35PM BANTAM H 9:45-10:35PM MIDGETS	18 6:00-7:00AM HS HOCKEY?? 7:15-10:00AM FREESTYLE 3:00-3:45PM FREESTYLE 4:00-5:30PM JR CLUB 5:40-6:30PM IP OR MITE 6:45-7:35PM PW H 7:45-8:35PM BANTAM T 8:45-11:30PM CANES & PUCKS	19 TAKE OUT GLASS AND COVER ICE 2:00PM TAPE FLOOR 4:00-8:00PM SOME LOAD IN	20 8:00-12NOON PIPE & DRAPE 12NOON-10:00PM VENDOR LOAD IN	21 HOME SHOW 2:00-7:00PM	22 HOME SHOW 10:00AM-7:00PM
23 HOME SHOW 10:00AM-4:00PM	24 FINISH TEAR DOWN BY 2:00PM 2:30-5:00PM FREESTYLE 5:15-6:30PM SKATE W/US 6:45-7:35PM SQ H/T 7:45-8:35PM PW H/T 8:45-9:35PM BANTAM H 9:45-10:35PM MIDGETS	25 6:00-7:00AM HS HOCKEY?? 7:15-10:00AM FREESTYLE 3:00-3:45PM FREESTYLE 4:00-5:30PM JR CLUB 5:40-6:30PM IP OR MITE 6:45-7:35PM PW H 7:45-8:35PM BANTAM T 8:45-11:30PM CANES & PUCKS	26 7:15-10:00AM FREESTYLE 1:00-3:00PM HOMESCHOOL 5:45-6:35PM SQ H 6:45-7:35PM SQ T 7:45-8:35PM PW T 8:45-9:45PM MEGA CITY 10:00-10:50PM HS HOCKEY??	27 7:15-9:00AM FREESTYLE 9:00-9:30AM PRESCHOOL 12:30-2:30PM HOMESCHOOL 3:00-3:45PM FREESTYLE 4:00-5:30PM JR. CLUB 5:30-6:45PM SKATE W/US 6:55-7:45PM MITE 8:00-8:50PM BANTAM H/T 9:00-9:50PM MIDGETS 10:00-10:50PM HS HOCKEY??	28 7:15-10:00AM FREESTYLE 2:30-7:30PM FREESTYLE AND TSC 8:00-10:00PM PUBLIC SKATE	29 7:00-7:50AM MITES 10:15AM-12:15PM TSC START SETTING UP FOR CONCERT
		NOTES:				