



**TROY CITY COUNCIL
COMMITTEE MEETING
COUNCIL CHAMBERS, CITY HALL
100 S. Market Street, Troy, Ohio**

MONDAY, FEBRUARY 23, 2026, 6:00 PM

Buildings & Utilities Committee

(Marshall [Chm.], Phillips, Snee)

1. Provide a recommendation to Council regarding 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 renovation of the Riverside Cemetery former residence/office area at a total cost not to exceed \$310,000.

Community Partnerships Committee

(Westfall [Chm.], Schilling, Whidden)

1. Provide a recommendation to Council regarding authorizing the Director of Public Service and Safety to enter into a professional services agreement amendment with Burgess & Niple, Inc. of Columbus, Ohio, to continue and complete the remediation of petroleum-contaminated groundwater at 206 S. Market Street following BUSTR protocols and to obtain a No Further Action (NFA) letter at a cost not to exceed \$350,000 for a total agreement amount of \$532,948.

Recreation & Parks Committee

(Whidden [Chm.], Hickman, Westfall)

1. Provide a recommendation to Council regarding authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the project to install an ADA-accessible turf surface in an area of Troy Community Park.

Streets & Sidewalks Committee

(Phillips [Chm.], Schilling, Marshall)

1. Provide a recommendation to Council regarding approving the consent legislation requested by ODOT regarding ODOT resurfacing West Main Street from Weston Road to Experiment Farm Road during State FY 2027. Troy will be responsible for 20% of the project. Based on the ODOT format, consideration of emergency legislation is requested.
2. Provide a recommendation to Council regarding authorizing the Director of Public Service and Safety to execute and file grant applications with the Ohio Department of Natural Resources for Clean Ohio Trail Fund and Recreational Trails Program funding for the W. Market Street Shared Multi-use Trail Project. So that funding applications can be submitted prior to the March 16 deadline, consideration of emergency legislation is requested.
3. Provide a recommendation to Council regarding authorizing the Resolution of Necessity for the Downtown Safety and Streetscape Replacement Project limiting concrete sidewalk replacement responsibility of each property owner within the construction boundaries of the project to a standard five-foot width by frontage linear footage length plus enclosed outdoor dining concrete of four properties (Agave & Rye, Purebread, The Caroline, Haren's Market).

2-20-2026

Other Committees/items may be added

cc: Council
Mayor
Mr. Titterington, Mr. Kerber
Mr. Frigge, Departments, Media

**BUILDINGS &
UTILITIES COMMITTEE**



B + U

Patrick E. J. Titterington
Director of Public Service & Safety
937-335-1725
Patrick.titterington@troyohio.gov

MEMORANDUM

TO: William G. Rozell, President of Council
FROM: Patrick E. J. Titterington, Director of Public Service and Safety
DATE: February 20, 2026
SUBJECT: **AUTHORIZATION TO BID CEMETERY RESIDENCE/OFFICE AREA**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to advertise for bids and enter into a contract for the project to renovate the Riverside Cemetery former residence/office area at a total cost not to exceed \$310,000.

BACKGROUND:

In early 2025, Council authorized a project of bidding and contracting for renovation of the Cemetery residence/office area and the Sarah Hayner Dickey Memorial Chapel located in Riverside Cemetery at a cost not to exceed \$295,000. The bids for that work exceeded the authorization. In October, work to renovate just the chapel was authorized in the amount of \$62,790. The amount of \$310,000 was then included in the 2026 Cemetery Endowment Fund (Fund 672) to renovate the former residence and office area.

The general scope of the residence/office area project is to create a welcoming and more functional office area with renovation of the entire area by adding in a new ceiling, lighting and flooring, restroom, ADA accommodations, additional storage, changing doors/cosmetics for office entrance, creating additional parking spaces, and minor landscaping. The end result will include more professional and private areas for staff to conduct business and meet with citizens.

REQUESTED ACTION:


It would be appreciated if you would assign to a Committee of Council 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 renovation of the Riverside Cemetery former residence/office area at a total cost not to exceed \$310,000.



**COMMUNITY
PARTNERSHIPS
COMMITTEE**

MEMORANDUM

TO: Mr. William Rozell, President of Council

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

DATE: February 18, 2026

SUBJECT: **AUTHORIZING AMENDMENT OF PROFESSIONAL SERVICES AGREEMENT WITH BURGESS & NIPLE, INC. FOR ADDITIONAL ENVIRONMENTAL SERVICES RELATED TO THE OHIO ABANDONED GAS STATION GRANT – 206 S. MARKET STREET, TROY, OHIO**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to enter into an amendment to the professional services agreement with Burgess & Niple, Inc. of Columbus, Ohio, for continued environmental remediation services at 206 S. Market Street. Services will be performed in accordance with Bureau of Underground Storage Tank Regulations (BUSTR) protocols to complete groundwater remediation and obtain a No Further Action (NFA) letter.

BACKGROUND:

In 2022, the City of Troy received a \$250,000 Ohio Abandoned Gas Station (AGS) Grant to investigate and remediate the former gas station site at 206 S. Market Street. On December 19, 2022, Council adopted Resolution R-87-2022 authorizing an agreement with Burgess & Niple, Inc. to perform required environmental services towards the goal of obtaining a BUSTR No Further Action (NFA) letter and preparing the property for future redevelopment in the amount of \$182,948. The balance of the grant was for demolition and pre-application environmental assessment work.

Using the initial grant funds, Burgess & Niple completed soil borings and groundwater monitoring, submitted a BUSTR Tier 1 Investigation Report, performed an Interim Response Action involving excavation and disposal of petroleum-contaminated soil, developed a BUSTR-approved Remedial Action Plan, and conducted an initial remedial injection to address contaminated groundwater.

In 2026, the City received an additional \$350,000 AGS Grant to continue groundwater remediation and complete the cleanup process. The remaining work includes additional remedial treatment injections, groundwater sampling and quarterly monitoring, evaluation of remediation effectiveness, preparation and submission of a Remedial Completion Report to BUSTR, abandonment of monitoring wells, and obtaining the NFA letter. The work under this additional grant can also be performed by Burgess & Niple, which company provided a not to exceed amount of \$350,000. The Law Director has advised that with Council authorization, the City may enter into a \$350,000 amendment to the initial Burgess & Niple agreement, for a total agreement amount of \$532,948.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing the Director of Public Service and Safety to enter into a professional services agreement amendment with Burgess & Niple, Inc. of Columbus, Ohio, to continue and complete the remediation of petroleum-contaminated groundwater at 206 S. Market Street following BUSTR protocols and to obtain a No Further Action (NFA) letter at a cost not to exceed \$350,000 for a total agreement amount of \$532,948.



**RECREATION &
PARKS COMMITTEE**

MEMORANDUM

TO: Mr. William Rozell, President of Council

FROM: Patrick E. J. Titterington 

DATE: February 20, 2026

SUBJECT: BIDDING AUTHORIZATION, ARTIFICIAL TURF INSTALLATION AT TROY COMMUNITY PARK

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to advertise for bids and enter into a contract for the project to install an ADA-accessible turf surface in an area of the Troy Community Park.

BACKGROUND:

At the February 17 Council meeting, Council accepted a committee report supporting a future reappropriation that included \$500,000 for replacement playground equipment at Community Park and the installation of an ADA-accessible artificial turf surface. Council has also authorized bidding the project to install a similar turf surface at Duke Park. Staff has requested bidding both turf installation projects at the same time as there may be some economies with a contractor performing both projects.

Park Superintendent Jeremy Drake will be able to provide the cost estimate for the artificial turf portion of the project ahead of the February 23 committee meeting.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for the project to install an ADA-accessible turf surface in an area of Troy Community Park.

**STREETS &
SIDEWALKS
COMMITTEE**

MEMORANDUM

TO: Mr. William Rozell, President of Council

FROM: Patrick E. J. Titterington 

DATE: February 20, 2026

SUBJECT: ODOT PRELIMINARY CONSENT LEGISLATION, WEST MAIN STREET FROM WESTON ROAD TO EXPERIMENT FARM ROAD

RECOMMENDATION:

That the preliminary consent legislation provided by the Ohio Department of Transportation (ODOT) related to the ODOT resurfacing project of West Main Street from Weston Road to Experiment Farm Road is approved by Council.

BACKGROUND:

ODOT has provided the preliminary consent legislation for a resurfacing project for the portion of West Main Street (SR 41) from Weston Road to Experiment Farm Road. This project is currently scheduled to be let by ODOT in the 3rd quarter of the State FY 2027 work plan (July – September, 2027).


This project will be bid by ODOT with Troy paying 20% of the project cost. Troy's very preliminary estimated cost is \$135,200. ODOT has advised that the estimate is subject to change, based on the final design estimate prior to bidding. In accordance with the ODOT format, consideration of emergency legislation is requested.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of this consent legislation requested by ODOT.

MEMORANDUM

TO: Mr. William Rozell, President of Council

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

DATE: February 18, 2026

SUBJECT: **AUTHORIZING APPLICATION TO THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR CLEAN OHIO TRAIL FUND AND RECREATIONAL TRAILS PROGRAM GRANTS – W. MARKET STREET SHARED MULTI-USE TRAIL PROJECT**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to execute and file grant applications with the Ohio Department of Natural Resources (ODNR) for Clean Ohio Trail Fund (COTF) and Recreational Trails Program (RTP) funding to support construction of a shared multi-use trail along W. Market Street from Nashville Road to the ODOT garage (bridge deck).

BACKGROUND:

The City of Troy is planning multi-phased roadway improvements along W. Market Street (State Route 55). Phases 1 and 2 of the roadway projects, from Kenton Way to the bridge deck near ODOT garage (2423 SR 55 W), have received funding assistance through the Ohio Public Works Commission (OPWC). These phases include construction of a 10-foot-wide shared multi-use trail on the north side of the roadway extending to the bridge deck.

Pending award of ODNR grant funding, the City proposes extending the 10-foot-wide shared multi-use trail west from Kenton Way to Nashville Road. This segment will be bid as an alternate to the primary roadway project. From Nashville Road to Kenton Way, the existing sidewalk will be reconstructed and widened to create a 10-foot wide shared multi-use trail, providing continuous connectivity east to the bridge deck. The project will enhance pedestrian and bicycle connectivity, improve safety along the corridor, and expand access to Troy's downtown and recreational network. Construction of this connectivity trail is consistent with recommendations in the City of Troy Comprehensive Plan and Complete Streets and Trails Plan.

The estimated total construction cost for the trail only from Nashville Road to the bridge deck is approximately \$786,000. The Clean Ohio Trail Fund and Recreational Trails Program grants administered by ODNR provide funding assistance for trail development projects. The City may request up to a combined total of \$500,000 from both grant programs. If awarded, grant funding would offset local costs associated with construction of the trail component of the W. Market Street Phase 1 and 2 roadway improvements and the extension of the trail to Nashville Road.

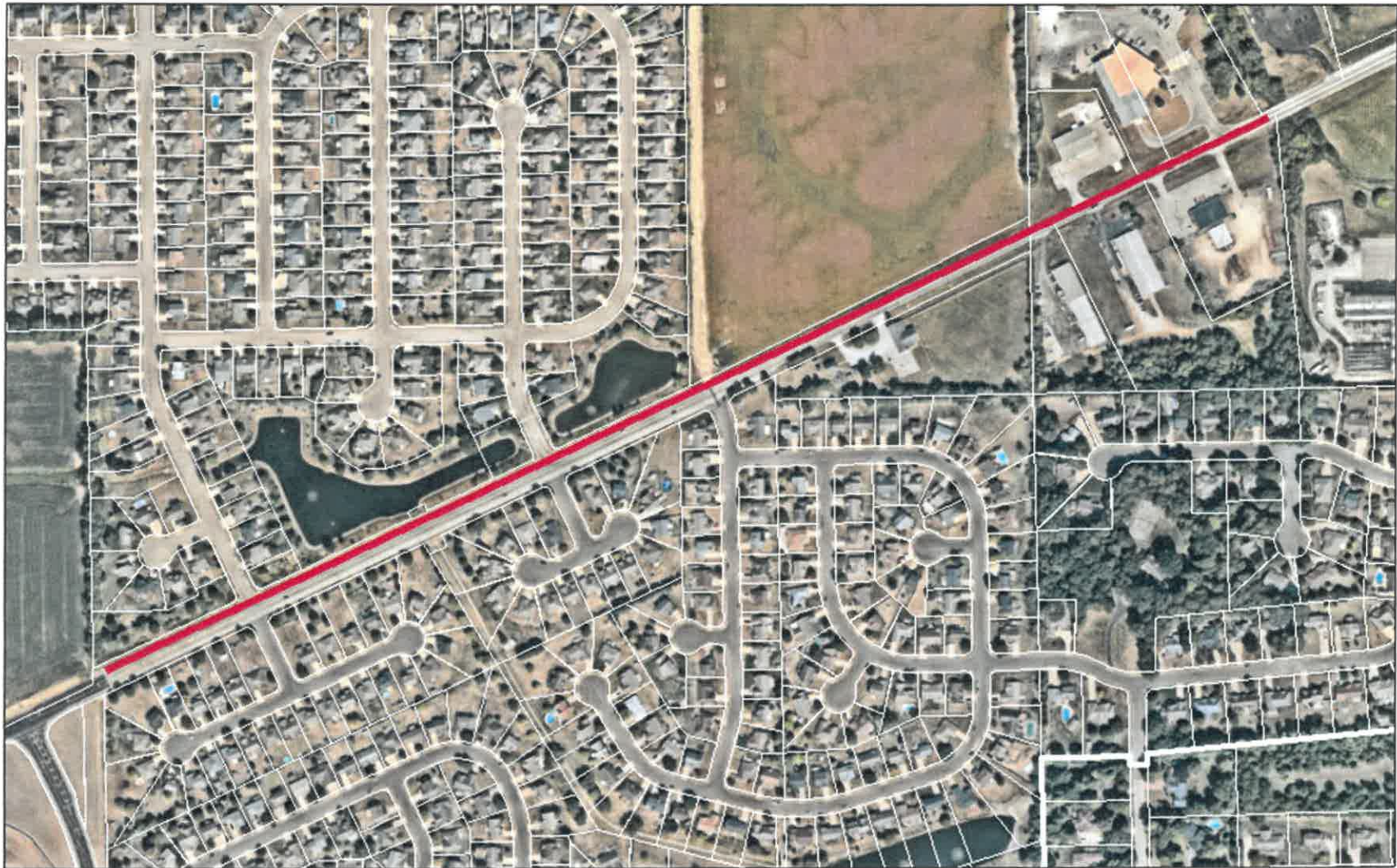
In that the deadline for funding applications is March 16, consideration of emergency legislation is requested.

REQUESTED ACTION:

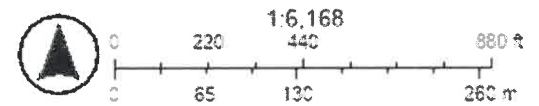
It would be appreciated if you would assign a Committee of Council consideration of authorizing the Director of Public Service and Safety to execute and file grant applications with the Ohio Department of Natural Resources for Clean Ohio Trail Fund and Recreational Trails Program funding for the W. Market Street Shared Multi-use Trail Project. So that funding applications can be submitted prior to the March 16 deadline, consideration of emergency legislation is requested.



West Market Street Shared Multi-Use Trail



2/19/2026 11:52:43 AM



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: February 18, 2026

SUBJECT: ***Downtown Safety and Streetscapes Replacement Project Resolution of Necessity***

RECOMMENDATION:

That Council approves a Resolution of Necessity limiting concrete sidewalk replacement responsibility of each property owner within the construction boundaries of the 2026-2027 Downtown Safety and Streetscapes Replacement Project to a standard five-foot width by frontage linear footage length plus enclosed outdoor dining concrete of four properties (Agave & Rye, Purebred, The Caroline, and Haren's Market).

BACKGROUND AND ANALYSIS:

The 2026-2027 Project: The Downtown Sidewalk and Safety Streetscape Replacement Project (Project) boundaries are the four quadrants of the public square, North Market Street from the square to Water Street, South Market Street from the square to Franklin Street, East Main Street from the square to Mulberry Street, and West Main Street from the square to Cherry Street (Attachment I). This project will replace 41,735 square feet of concrete (sidewalk, base under the new pavers, and curbing) on sixty privately-owned and five public parcels.

The estimated total construction cost of all safety, streetscape and utility components of the Project is approximately \$11.3 million and will include new water main and service lines, stormwater system upgrades, crosswalk safety enhancements, redesign of the roundabout pavement and center island, a new Prouty Plaza layout, and new curbing, brick pavers, concrete, signage, and landscaping in front of all 65 properties. All privately-owned properties in the Project boundaries are recommended for a discounted assessment, as the most recent streetscape project was completed over 10 years ago. In fact, staff is recommending an average discount of 64% over the City's standard assessment practice.

History of Sidewalk Assessments in Troy: Since 1996, the City has administered an annual sidewalk inspection program, the costs of which have been assessed to the adjacent property owners (with the exception of two community-wide impact projects that included state and federal grants). The entire city has been inspected and assessed at least once, in 19 phases. City Council, from 1996-2024 has required repairs on over 3,600 properties and has authorized over \$3.6 million in bid construction contracts for nearly 2,100 of those properties. Assessments have averaged approximately \$1,757 per property owner (Attachment II). Phases have never differentiated between residential and commercial properties and the same assessment process has been applied regardless of property type. The policies, procedures, and practices the City has followed are required by Ohio Revised Code (ORC) Sections 727 & 729 (Attachment III).

History of Sidewalk Assessments in Downtown Troy: Prior to 1999, Troy's downtown did not have a comprehensive and cohesive streetscape. In 1999 and 2003, City Council approved the design and construction of the features that exist today. Downtown property owners were responsible through assessments to pay for the costs of the concrete and City Council approved five-year assessments.



Initially, the recommended assessment would have applied to 100% of the concrete costs from building front to curb line, resulting in a total assessment of \$105,621 – which was based on concrete costs of \$5 per square foot. That assessment cost, in today's \$16.50 per square foot estimated concrete cost would be \$348,000. After appeals to the Assessment Equalization Board (AEB), the AEB recommended a 20% discount (or a reduction of approximately \$21,000) be applied and City Council concurred.

Council Questions and Concerns: On July 25, 2025, Councilwoman Westfall emailed a series of questions related to the sidewalk assessment, specifically related to the treatment of the downtown properties as compared to a standard sidewalk assessment phase. A copy of that email is included as Attachment IV. Staff apologizes for the length of delay, during which time Councilwoman Westfall requested updates on October 6th and November 3rd of 2025 and February 2, 2026. However, as noted in the recommendations below, our research, review and analysis regarding the impact of any modification to the standard program was comprehensive and, as a result, very time consuming. While several of the seventeen questions have been answered above, the following answers are offered in sequence with Attachment IV:

1. **Formal Policy:** The formal policy is provided in ORC Section 727 and 729 (Attachment III);
2. **Difference from West Main Phases 1 & 2:** There is no Phase 3 of the West Main Street project. Phases 1 & 2 included significant state and federal grant funding, including a lengthy right-of-way easement process;
3. **Equity of assessment for commercial vs. residential:** Yes it would be equitable IF staff was actually recommending identical treatment of downtown properties compared to the 3,641 other property owners impacted over the past 28 years. However, as you can see in the 2026 Recommendation section below, staff is recommending an inequitable assessment by comparison, one that provides to the private property owners a 64% average discount over the standard assessment (Attachment V);
4. **Policy differences for a business district:** See #1 above;
5. **Properties that made recent replacements:** Staff's general policy has always been to only provide credit for sections that are less than 10 years old. No sections are eligible for a credit;
6. **Reassessment if assessed in the last 5-10 years:** No;
7. **Documentation of recent repairs:** See #5 above;
8. **Total projected assessment:** While there is no Phase 3 of the West Main Street project, per Attachment V, a full assessment of repairs to the 60 affected private properties is estimated at \$606,022. However, staff's recommendation, which would include a 64% discount, would be estimated at \$217,223, for a savings of \$388,799;
9. **Individual assessments:** The recommended calculation for each property would be limited to the square foot equivalent of a section that would be five-foot wide by the length of the property's frontage. The four properties with fenced in outdoor dining areas will also be assessed the actual concrete square footage cost (Agave & Rye, Purebred, The Caroline, and Haren's Market). The recommended assessment estimate for each property is included in Attachment V. Attachment VI includes the detailed hypothetical schedule of the entire assessment process. Per Timeline item #3, each property owner will be notified individually once City Council passes the Resolution of Necessity and files it with the Clerk of Council;
10. **Per-parcel estimates:** See Attachment V;
11. **Payment options:** Property owners can either pay the assessment after bidding and construction has occurred or over five years as an assessment on their property tax bills. Note

that the latter option includes a 5% administrative fee that is charged by Miami County and not collected by the City;

12. **Formal appeal policy:** See Attachment VI, #4-6;
13. **Previously approved appeals:** In the past 10 years, 15 property owners out of 1,322 have filed appeals. In 2015, 3 of the 167 property owners (in the 2016 construction year) received a 25% discount; in 2017, 11 of the 60 property owners received a 67% discount; and in 2022, 1 of the 163 property owners received a 42% discount.
14. **Criteria for appeal:** Appeals may only be granted where an assessment was incorrectly measured or calculated;
15. **Financial burden:** See #3 above. Covid, as well as the West Main Street project affected all residential and commercial properties (not just the downtown) in many different ways. The recommended 64% discount is more substantial compared to the other 19 phases, including all discounts made by the AEB. The staff-recommended discount has a very real impact on our 5-year General Fund Forecast. The original 2026-2030 Forecast (with a higher beginning balance adjusted upwards upon closing the 2025 financial statements) is included as Attachment VII. That Forecast estimates that the ending fund balance in the next five years will decrease by \$28,547,083.
By contrast, if City Council was to waive the entire \$606,022 in private property assessments, the five-year fund balance decrease would grow to \$29,031,901 (Attachment VIII). Finally, if Council adopts staff's recommendation to waive 64% of the assessments (or \$388,799), the Forecast is still negatively impacted by \$28,858,122 (Attachment IX);
16. **Property owner notification:** See #9 above; and,
17. **Economic impact assessment of downtown business viability:** Staff is not aware of any economic impact analysis nor do we believe one is feasible due to the myriad factors that may influence a business' success or failure (operating philosophy, hours of operations, product selection, marketing, business acumen, competition, etc.).

2026 Recommendations:

Staff requests that Council approve a Resolution of Necessity limiting concrete sidewalk replacement responsibility of each property owner within the construction boundaries of the 2026-2027 Downtown Safety and Streetscapes Replacement Project to a standard five-foot width by frontage linear footage length plus enclosed outdoor dining concrete of four properties (Agave & Rye, Purebred, The Caroline, and Haren's Market), as listed in Attachment V.

This substantial reduction is based on the history and analysis provided above, Councilwoman Westfall's questions and concerns, a balancing of equity and fairness compared with assessments for the past 28 years, and the potential financial impact on the City's five-year General Fund forecast.

It should be noted that these recommended assessments represent a 64% discount when compared to the standard past practice applied to the 19 previous sidewalk assessment phases. Additionally, this discount is far more generous than the 20% discount applied to the 1999 & 2003 downtown streetscape program. Finally, staff is recommending waiving other historically applied assessments for any aluminum lower-level access doors needing replacement, as well as the significant cost of upsizing utility service lines as part of the water main replacement portion of this project, all of which would normally be charged to the individual benefitting property.

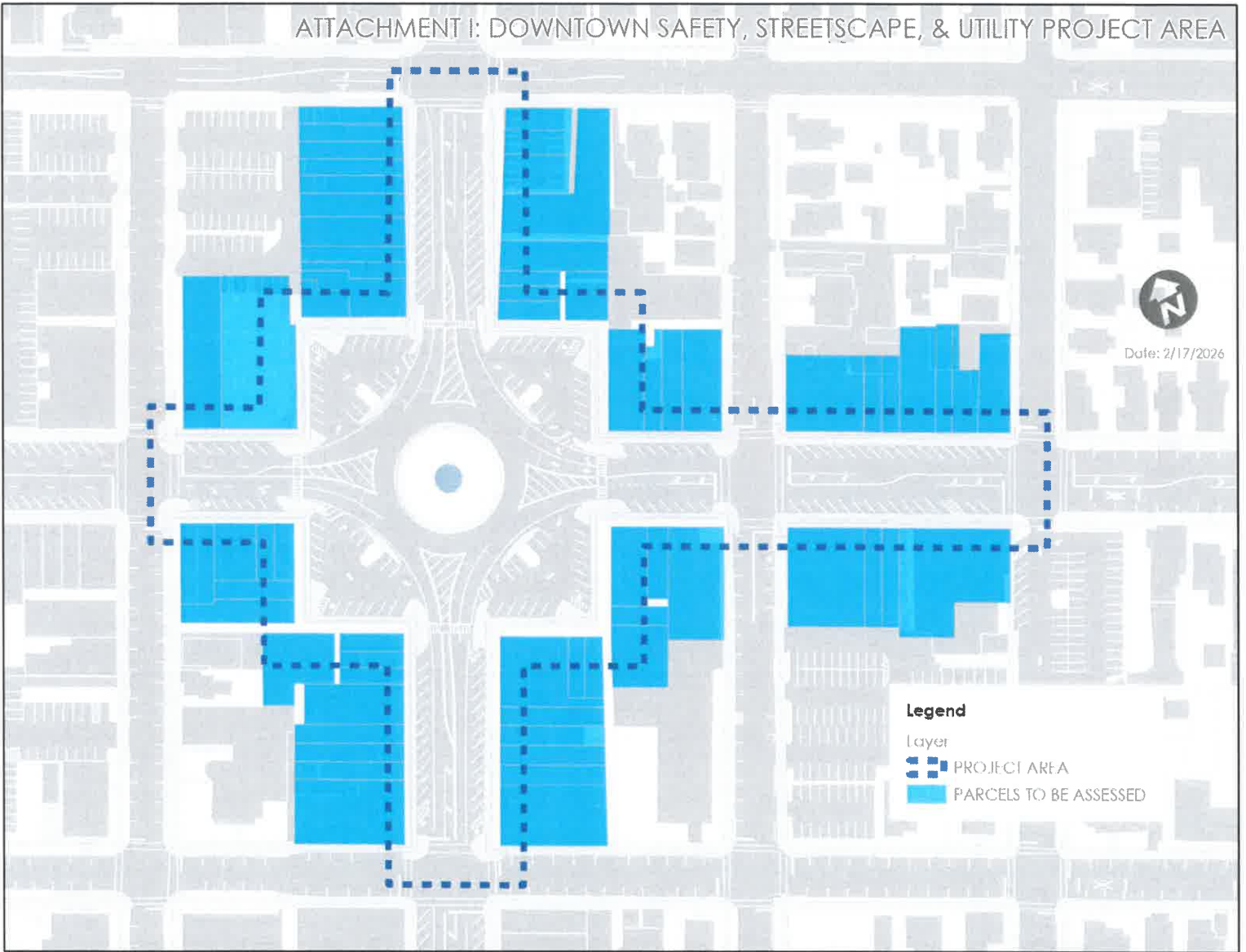
Council's recommended action is the first of a three-step process and, under normal circumstances, given the complexity of the project and the need to notify property owners as soon as possible, we

would ask for consideration of emergency legislation. That remains a staff suggestion. However, at a minimum the second steps of the process, if necessary, will be requested as emergency legislation. Specifically, those two steps could include creating an Assessment Equalization Board (AEB) and any action by Council on AEB recommendations.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing the Resolution of Necessity for the Downtown Safety and Streetscape Replacement based on the staff recommendations above.

ATTACHMENT I: DOWNTOWN SAFETY, STREETSCAPE, & UTILITY PROJECT AREA



ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #237161

Ohio Revised Code

Section 727.12 Filing plans - resolution of necessity.

Effective: November 1, 1991

Legislation: House Bill 104 - 119th General Assembly

When it is deemed necessary by a municipal corporation to make a public improvement to be paid for in whole or in part by special assessments levied under this chapter, plans, specifications, profiles of the proposed improvement showing the proposed grade of the street and improvement after completion with reference to the property abutting thereon, and an estimate of the cost of the improvement shall be prepared and filed in the office of the clerk of the legislative authority of the municipal corporation and shall be open to the inspection of all persons interested. After such plans, specifications, profiles, and estimate of cost of the improvement have been filed, as provided in this section, the legislative authority of the municipal corporation may declare the necessity for such improvement by the passage of a resolution.

Such resolution shall:

- (A) State the nature and location of the improvement and the lots or parcels of land to be assessed for the improvement;
- (B) Approve the plans, specifications, profiles, and estimate of cost of the proposed improvement on file as provided by this section;
- (C) State what part of the cost of the improvement is to be paid for by the municipal corporation and what part is to be paid for by special assessments;
- (D) State whether the method of levying the special assessments shall be:
 - (1) By a percentage of the tax value of the property assessed;
 - (2) In proportion to the benefits which may result from the improvement;
 - (3) By the foot front of the property bounding and abutting upon the improvement.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #237161

(E) State the mode of payment, the payment schedule or schedules according to which the special assessments to be levied will be payable, and, if more than one payment schedule is authorized, criteria for use of the different schedules. In no case shall the use of different payment schedules affect the amount of special assessment levied on any lot or parcel of land assessed.

(F) State whether the municipal corporation intends to issue securities in anticipation of the levy of the special assessments;

(G) State whether the municipal corporation intends to issue securities in anticipation of the collection of the special assessments;

(H) Provide for the preparation of an estimated assessment in accordance with the method of assessment set forth in the resolution, showing the amount of the assessment against each lot or parcel of land to be assessed. Such estimated assessment shall be filed in the office of the clerk of the legislative authority of the municipal corporation.

Such resolution may also provide for the assessment to be levied and collected before the improvement for which the assessment is levied is commenced.

The passage of such resolution shall require the concurrence of three-fourths of the members elected to the legislative authority unless petitioned for by the owners of a majority of the front footage or the area to be assessed, in which event the passage of such resolution shall require the concurrence of a majority of such members. Such resolution shall be published as other resolutions are published.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #253554

Ohio Revised Code

Section 727.13 Notice of passage of resolution of necessity and filing of estimated assessment.

Effective: April 12, 2021

Legislation: Senate Bill 259 - 133rd General Assembly

(A) Notice of the passage of a resolution of necessity and the filing of the estimated assessment under section 727.12 of the Revised Code, shall, after the estimated assessment has been made and filed as provided by section 727.12 of the Revised Code, be served by the clerk of the legislative authority, or a person designated by such clerk, upon the owners of the lots or parcels of land to be assessed for the proposed improvement, in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at the owner's last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods.

(B)(1) If it appears by the return of service or the return of the certified mail notice that one or more of the owners cannot be found, such owners shall be served by either or both of the following methods:

(a) Publication of the notice once in a newspaper of general circulation within the municipal corporation;

(b) Publication of the notice on the web site of the municipal corporation.

(2) The notice shall also set forth the place where such estimated assessments are on file and are open for public inspection.

(C) The return of the person serving the notice or a certified copy thereof or a returned receipt for notice forwarded by certified mail accepted by the addressee or anyone purporting to act for the addressee shall be prima-facie evidence of the service of notice under this section.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #242051

Ohio Revised Code

Section 727.15 Objection filed by owner.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

The owner of any lot or parcel of land who objects to the amount or apportionment of, or the assessment against such lot or parcel as set forth in the estimated assessment filed under section 727.12 of the Revised Code, shall file such objection, in writing, with the clerk of the legislative authority within two weeks from the date of completion of the notice required under section 727.13 of the Revised Code. Such objection shall include the address for mailing of the notice provided in section 727.16 of the Revised Code. An owner who fails to so file an objection shall be deemed to have waived any objection.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #250973

Ohio Revised Code

Section 727.16 Assessment equalization board.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

In the event the owner of any lot or parcel of land to be assessed objects to the amount or apportionment of the estimated assessment or to the assessment against such lot or parcel, as provided in section 727.15 of the Revised Code, the legislative authority of the municipal corporation shall appoint an assessment equalization board, consisting of three disinterested freeholders of the municipal corporation, and shall fix the time and place for the hearing by such board of such objections, and the clerk of the legislative authority shall notify, by certified mail, the persons so objecting of the time and place of such hearing. Such notice shall be mailed at least five days before the date of such hearing. In the event that all lands within the municipal corporation are to be subject to assessment, the assessment equalization board shall consist of three disinterested freeholders from the county outside the municipal corporation.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #243272

Ohio Revised Code

Section 727.17 Powers and duties of board.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

On the day appointed by the legislative authority of the municipal corporation for that purpose, the assessment equalization board appointed under section 727.16 of the Revised Code, shall meet and take an oath before a proper officer to honestly and impartially discharge its duties. It shall at such meeting or at any adjournment thereof, hear and determine all objections to the estimated assessment which have been filed under section 727.15 of the Revised Code, and shall equalize such estimated assessments as it thinks proper to conform to the standards prescribed in the resolution adopted under section 727.12 of the Revised Code.

If the board determines to increase the estimated assessment against any lot or parcel of land or to assess any lot or parcel of land not included in the estimated assessment and the owner of such lot or parcel of land has not filed an objection to the estimated assessment under section 727.15 of the Revised Code, the board shall notify such owner by certified mail of such fact and set a time and place for a hearing on such increase or assessment. Such notice shall be mailed at least five days before the date of such hearing.

After the completion of all hearings provided for by this section the board shall report to the legislative authority its recommendations including any changes which should be made in the estimated assessment.

The legislative authority may approve or disapprove the report including any changes recommended by the board in the estimated assessment.

In the event the legislative authority disapproves the report of the board it shall appoint a new equalization board and shall fix the time and place for the hearing by such board of objections to the estimated assessments. Such new board shall have the same powers and duties and shall proceed in the same manner as the original board.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #253553

Ohio Revised Code

Section 727.23 Ordinance for public improvement.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

The legislative authority of a municipal corporation which has adopted a resolution under section 727.12 of the Revised Code declaring the necessity for a public improvement shall, after the expiration of the time for filing claims for damages under section 727.18 of the Revised Code, and, in the event objections to the estimated assessment have been filed under section 727.15 of the Revised Code, and the report of the assessment equalization board has been approved under section 727.17 of the Revised Code, determine whether or not it will proceed with proposed improvement.

In the event the legislative authority determines to proceed with the improvement it shall pass an ordinance which shall:

(A) State the intention of the legislative authority to proceed with the improvement in accordance with the provisions of the resolution of necessity adopted under section 727.12 of the Revised Code;

(B) Adopt the estimated assessment prepared and filed in accordance with the resolution of necessity passed under section 727.12 of the Revised Code, or, in the event objections to such estimated assessment have been filed under section 727.15 of the Revised Code, adopt the estimated assessment approved by the legislative authority under section 727.17 of the Revised Code;

(C) State whether or not claims for damages filed in accordance with section 727.18 of the Revised Code shall be judicially inquired into before commencing or after completing the proposed improvement.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #256583

Ohio Revised Code

Section 727.25 Procedure for ordinance of assessment.

Effective: March 15, 1982

Legislation: House Bill 342 - 114th General Assembly

After the actual cost of a public improvement authorized under section 727.23 of the Revised Code has been ascertained, the legislative authority of the municipal corporation shall by ordinance assess, in the manner provided in the resolution of necessity adopted under section 727.12 of the Revised Code, upon the lots and lands enumerated in the estimated assessment adopted under section 727.23 of the Revised Code, that portion of the total cost of the improvement to be paid for by special assessments and such assessments as to each lot or parcel of land, shall be increased or decreased in the same proportion to the estimated assessment on each such lot or parcel of land as the actual cost of the improvement bears to the estimated cost of the improvement upon which the estimated assessment was based. Such assessments shall be payable as provided in the resolution of necessity adopted under section 727.12 of the Revised Code, and shall be final upon the adoption of the ordinance provided for in this section, unless the ordinance and resolution are amended pursuant to section 727.251 of the Revised Code. No publication of the ordinance provided for in this section need be made under the provisions of sections 731.21 and 731.22 of the Revised Code.

Assessments made under this section shall be filed with the clerk of the legislative authority and shall be open to public inspection.



Ohio Revised Code

Section 729.02 Resolutions of necessity for construction or repair of sidewalks, curbs, or gutters.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

When it is deemed necessary by a municipal corporation to require the construction or repair of sidewalks, curbs, or gutters within the municipal corporation by the owners of the lots or lands abutting thereon, the legislative authority of the municipal corporation shall cause plans, specifications, and an estimate of the cost of such construction or repair to be prepared, showing the location and dimensions of such sidewalks, curbs, or gutters and the specifications for the construction or repair thereof, and filed in the office of the clerk of the legislative authority. After such plans, specifications, and estimate of cost have been filed, as provided in this section, the legislative authority may declare the necessity for the construction or repair of such sidewalks, curbs, or gutters by the adoption of a resolution which shall:

(A) Approve the plans, specifications, and estimate of cost of the proposed construction or repair on file as provided by this section;

(B) Describe the lots and lands abutting upon the sidewalks, curbs, or gutters to be constructed or repaired by the termini of the improvement or by street address;

(C) Set forth that such sidewalks, curbs, or gutters shall be constructed or repaired by the owners of the lots or lands abutting thereon in accordance with the specifications on file in the office of the clerk of the legislative authority of the municipal corporation;

(D) Set forth the time within which such sidewalks, curbs, or gutters shall be constructed or repaired by the owners of the lots and lands abutting thereon, which shall not be less than thirty days from the date of service of notice under section 729.03 of the Revised Code, on the owner of the lots or lands;

(E) State that in the event such sidewalks, curbs, or gutters are not constructed or repaired by the owners of the lots and lands abutting thereon in accordance with such plans and specifications and within the time prescribed in this resolution, the municipal corporation will so construct or repair

ATTACHMENT III



AUTHENTICATED,
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COMMISSION
DOCUMENT #243194

such sidewalks, curbs, or gutters and assess the cost thereof against the lots and lands abutting thereon.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #242775

Ohio Revised Code

Section 729.03 Notice to construct or repair sidewalks, curbs, and gutters.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

Notice of the passage of a resolution of necessity under section 729.02 of the Revised Code shall be served by the clerk of the legislative authority, or a person designated by such clerk, upon the owners of the lots or lands abutting upon the sidewalks, curbs, or gutters to be constructed or repaired in the same manner as service of summons in civil cases, or by certified mail addressed to such owner at his last known address or to the address to which tax bills are sent, or by a combination of the foregoing methods. If it appears by the return of service or the return of the certified mail notice that one or more of the owners cannot be found, such owners shall be served by publication of the notice once in a newspaper of general circulation within the municipal corporation. The return of the person serving the notice or a certified copy thereof or a returned receipt for notice forwarded by certified mail accepted by the addressee or anyone purporting to act for him shall be prima-facie evidence of the service of notice under this section. Such notice shall also set forth the place where the specifications governing the construction or repair of such sidewalks, curbs, or gutters are on file, the time within which the owner of such lot or parcel of land may construct or repair such sidewalks, curbs, or gutters, and that in the event such owner does not construct or repair such sidewalks, curbs, or gutters in accordance with such specifications and within such time, the municipal corporation will construct or repair such sidewalks, curbs, or gutters and assess the costs thereof against the lot or land of such owner.

ATTACHMENT III



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DOCUMENT #243196

Ohio Revised Code

Section 729.04 Assessment of costs of improvements.

Effective: October 9, 1963

Legislation: Senate Bill 19 - 105th General Assembly

Upon the expiration of the time within which sidewalks, curbs, or gutters shall be constructed or repaired by the owner of the lots or lands abutting thereon as set forth in the resolution adopted under section 729.02 of the Revised Code, the sidewalks, curbs, or gutters not constructed or repaired by the owners of the lots and lands abutting thereon shall be constructed or repaired by the municipal corporation in accordance with the resolution adopted under section 729.02 of the Revised Code, and the legislative authority of the municipal corporation shall, upon the completion of such construction or repair, assess the cost thereof against the lots or lands abutting thereon.

In anticipation of the collection of the cost of the construction or repair of such sidewalks, curbs, or gutters from the owners of the lots or lands abutting thereon, the legislative authority of the municipal corporation may provide for the issuance of bonds or notes and the proceeds thereof shall be used to pay for the construction or repair of such sidewalks, curbs, or gutters.

ATTACHMENT III



AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #243200

Ohio Revised Code

Section 729.07 List of estimated assessments.

Effective: January 1, 1962

Legislation: House Bill 262 - 104th General Assembly

Upon completion of the construction or repair of sidewalks, curbs, or gutters under sections 729.01 to 729.05, inclusive, of the Revised Code, or the installing of sewer or water connections under section 729.06 of the Revised Code, the total cost of such construction, repair, or installation as defined in section 727.08 of the Revised Code, shall be ascertained and reported to the legislative authority by its clerk, and the legislative authority shall cause a list of estimated assessments to be prepared. Such list shall include the total cost of such construction, repair, or installation to each lot or land abutting upon such construction, repair, or installation and shall be filed in the office of the clerk of the legislative authority and be available for public inspection.

ATTACHMENT III



AUTHENTICATED,
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COMMISSION
DOCUMENT #243201

Ohio Revised Code

Section 729.08 Publication of notice of estimate.

Effective: September 29, 2011

Legislation: House Bill 153 - 129th General Assembly

The legislative authority of the municipal corporation shall cause a notice to be published for three consecutive weeks in a newspaper of general circulation in the municipal corporation or as provided in section 7.16 of the Revised Code, stating that such list of estimated assessments has been made and is on file in the office of the clerk of the legislative authority for the inspection and examination of persons interested therein.

If any person objects to an assessment on such list, the person shall file the objection in writing with the clerk of the legislative authority within two weeks after the expiration of the notice provided in this section.

ATTACHMENT III



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COMMISSION
DOCUMENT #235980

Ohio Revised Code

Section 729.09 Adoption of assessment ordinance.

Effective: August 25, 1981

Legislation: House Bill 68 - 114th General Assembly

The clerk of the legislative authority shall deliver the objections received under section 729.08 of the Revised Code to the legislative authority of the municipal corporation. The legislative authority shall review the written objections and shall adopt an ordinance levying upon the lots and lands enumerated in the list of estimated assessments the amounts set forth on such list with such changes or corrections as the legislative authority shall determine to be proper after consideration of the written objections filed under section 729.08 of the Revised Code. Such ordinance shall state the number of annual installments, not exceeding ten, over which the assessments shall be payable and shall establish a period of time during which the assessments shall be payable in cash.

ATTACHMENT IV

 Outlook

Re: Clarification

From Susan Westfall <smwest4sons@hotmail.com>

Date Fri 7/25/2025 5:44 PM

To Patrick Titterington <patrick.titterington@troyohio.gov>; Susan Westfall <Susan.Westfall@troyohio.gov>

Cc Todd Severt <severtlaw@gmail.com>; Lynne Snee <sneemom3@yahoo.com>; William Rozell <william.rozell@troyohio.gov>; Bobby Phillips <bobby.phillips@troyohio.gov>; Samuel Pierce <samuel.pierce@troyohio.gov>; Kristie Marshall <kristie.marshall@troyohio.gov>; Bill Twiss <bill.twiss@troyohio.gov>; Jeffrey Schilling <jeffrey.schilling@troyohio.gov>; Jeffrey Whidden <jeff.whidden@troyohio.gov>; John Frigge <john.frigge@troyohio.gov>; Grant Kerber <grant.kerber@troyohio.gov>; Mayor Robin Oda <mayor.robin.oda@troyohio.gov>

CAUTION! EXTERNAL EMAIL!

This email has originated from outside of the troyohio.gov domain. DO NOT OPEN ANY ATTACHMENTS and DO NOT CLICK ANY LINKS, even if it looks like it's from a City employee! If you are unsure, please contact the sender or the IT Dept.
Sounds good, thank you.

From: Patrick Titterington <patrick.titterington@troyohio.gov>

Sent: Friday, July 25, 2025 5:36 PM

To: Susan Westfall <Susan.Westfall@troyohio.gov>

Cc: smwest4sons@hotmail.com <smwest4sons@hotmail.com>; Todd Severt <severtlaw@gmail.com>; Lynne Snee <sneemom3@yahoo.com>; William Rozell <william.rozell@troyohio.gov>; Bobby Phillips <bobby.phillips@troyohio.gov>; Samuel Pierce <samuel.pierce@troyohio.gov>; Kristie Marshall <kristie.marshall@troyohio.gov>; Bill Twiss <bill.twiss@troyohio.gov>; Jeffrey Schilling <jeffrey.schilling@troyohio.gov>; Jeffrey Whidden <jeff.whidden@troyohio.gov>; John Frigge <john.frigge@troyohio.gov>; Grant Kerber <grant.kerber@troyohio.gov>; Mayor Robin Oda <mayor.robin.oda@troyohio.gov>

Subject: Re: Clarification

Susan:

We will review these questions and provide the answers. Note that some of the information will not be known until the final design is completed, specifically related to the estimated concrete assessments to each property owner.

Patrick

ATTACHMENT IV

On Jul 25, 2025, at 4:34 PM, Susan Westfall <Susan.Westfall@troyohio.gov> wrote:

Patrick,

To clarify our recent text messages, I'm following up with several questions regarding the sidewalk assessment policy as it relates to Phase 3 of the downtown streetscape project. These questions are in response to recent concerns voiced by downtown business and property owners who are seeking clarity, fairness, and transparency from the city.

Please provide written responses to the following:

Assessment Policy & Fairness

1. What is the city's formal policy on sidewalk assessments for commercial vs. residential property owners? Please provide the applicable ordinance or policy document.
2. Why were property owners in Phases 1 and 2 not assessed, while downtown property owners in Phase 3 will be? What policy or funding change led to this shift?
3. Does the city consider it equitable to assess small downtown businesses—already impacted by multiple years of construction, COVID, and property vacancies—the same way as a residential sidewalk project?
4. Is there a separate sidewalk policy for the downtown business district? If not, has the city considered implementing one based on the unique challenges this area faces?

Timing & Recent Improvements

5. What is the city's position on properties that have replaced sidewalks in recent years at their own expense? Will they be exempt from this assessment or credited accordingly?
6. If a downtown property owner was previously assessed for sidewalk work in the last 5–10 years, will they be reassessed under Phase 3?
7. Will property owners be allowed to present documentation of recent repairs to avoid double-assessment and who makes these decisions?

ATTACHMENT IV

Costs & Transparency

8. What is the total projected assessment cost to affected building owners in Phase 3?
9. How will individual assessments be calculated, and when will property owners be notified of their estimated costs?
10. Can you provide a per-linear-foot or per-parcel estimate for budgeting purposes?
11. Will the city offer payment plans or any financial hardship accommodations for impacted property owners?

Appeals Process

12. You've previously stated that assessments may be appealed. What is the formal process and policy for appeal, and when will property owners be informed of this right?
13. How many sidewalk assessment appeals has the city approved in the last 10 years?
14. What are the criteria used for evaluating and deciding appeals?

Context & Equity

15. Given the multi-year disruption from construction related to Phases 1 and 2, the prior IOOF building situation, and the impact of COVID, how does the city justify placing an additional financial burden on downtown property owners at this time?
16. What outreach or notification efforts has the city made (or plans to make) to prepare owners for Phase 3 assessments?
17. Has any economic impact assessment been conducted to measure how additional financial burdens may affect business viability downtown?

I would appreciate a response, so we can continue this dialogue with the downtown community in a transparent and informed manner.

Sincerely,

Susan Westfall

ATTACHMENT V: DISCOUNT IMPACT OF RECOMMENDED V STANDARD ASSESSMENT CALCULATIONS

#	Business Name	Address			Property Owner	Linear Footage	Total Sq. Footage	Standard Cost	Recom'd Cost	Estimated Savings	% Discount
1	Grandpa Joe's Candy Shop	1 East	Main	St	Troy Community Works	144	2,622.2	\$ 43,266	\$ 11,468	\$ 31,799	73%
2	Haren's Market	2 East	Main	St	Chacres LLC	122	2,289	\$ 37,769	\$ 19,140	\$ 18,629	49%
3	ReU Juicery	5 East	Main	St	Matthew E Erwin	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
4	Polished Nail Salon	6 East	Main	St	BS Preston Enterprises LLC	22	308	\$ 5,082	\$ 1,815	\$ 3,267	64%
5	The Olive Oasis	7 East	Main	St	E D Land Company LLC	22	308	\$ 5,082	\$ 1,815	\$ 3,267	64%
6	The Collecti Bros/Howard Hanna	9 & 11 East	Main	St	Patch Place 1 LLC	42	588	\$ 9,702	\$ 3,465	\$ 6,237	64%
7	First Presbyterian Church of Troy	20 South	Walnut	St	First Presbyterian Church of Troy	76	1,141	\$ 18,827	\$ 6,270	\$ 12,557	67%
8	Total Team/Ulbrich's/Grove Designs	101-107 East	Main	St	Lodge iORM 22	84	1,176	\$ 19,404	\$ 6,930	\$ 12,474	64%
9	Mojo's Bar & Grill	109 East	Main	St	Douglas A Boyle	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
10	The Cabinet Shop of Troy	100 East	Main	St	Robert E Conard	81	1,134	\$ 18,711	\$ 6,683	\$ 12,029	64%
11	Purebread Coffee Co.	110 East	Main	St	Kimmel Ohio LLC	18	252	\$ 4,158	\$ 1,485	\$ 2,673	64%
12	Unoccupied	111 East	Main	St	Geraldine F Smith &@ (3)	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
13	Purebread Coffee Co.	112 East	Main	St	Kimmel Ohio LLC	18	252	\$ 4,158	\$ 2,805	\$ 1,353	33%
14	Crossroads Estate Sales	113 - 115 East	Main	St	Phyllis A Primm	37	518	\$ 8,547	\$ 3,053	\$ 5,495	64%
15	K's Hamburger Shop	117 East	Main	St	Marcia J Ryan	21	294	\$ 4,851	\$ 1,733	\$ 3,119	64%
16	K's Hamburger Shop	117 East	Main	St	Marcia J Ryan	25	350	\$ 5,775	\$ 2,063	\$ 3,713	64%
17	Hatfield House	121 East	Main	St	Hatfield Management LLC	35	490	\$ 8,085	\$ 2,888	\$ 5,198	64%
18	Cake Alchemy	121 NE	Public Square		Yellow Equities	47	863.5	\$ 14,248	\$ 3,465	\$ 10,783	76%
19	Baker's Locksmith LLC	101 NW	Public Square		Bakers Key Investments LLC	50	875	\$ 14,438	\$ 3,713	\$ 10,725	74%
20	For All Seasons	2 West	Main	St	Heather M Davey(TOD)&Robert M Davey(TOD)	82	1,508	\$ 24,882	\$ 6,765	\$ 18,117	73%
21	Pop Up at 4 W. Main	4 West	Main	St	Heather M Davey(TOD)&Robert M Davey(TOD)	22	308	\$ 5,082	\$ 1,815	\$ 3,267	64%
22	Around About Books	6 & 8 West	Main	St	Heather M Davey(TOD)&Robert M Davey(TOD)	22	308	\$ 5,082	\$ 1,815	\$ 3,267	64%
23	The Mayflower/Troy Provisions	9 & 11 West	Main	St	Busted Brick Realty Group LLC	40	580	\$ 9,570	\$ 3,300	\$ 6,270	66%
24	Winans/Troy Family Bike Shop	10 & 12 West	Main	St	Heather M Davey(TOD)&Robert M Davey(TOD)	37	518	\$ 8,547	\$ 3,053	\$ 5,495	64%
25	Ruby's Beauty Salon	1 North	Market	St	Cross Crick Farm LP	85	1,612.5	\$ 26,606	\$ 7,013	\$ 19,594	74%
26	Agave & Rye	2 North	Market	St	2 N Market LLC	100.5	1,707	\$ 28,166	\$ 16,541	\$ 11,624	41%
27	Tokyo Peking	3 North	Market	St	Fernandez-Willis Properties LLC	16	224	\$ 3,696	\$ 1,320	\$ 2,376	64%
28	5 N. Market St. Apartments	5 North	Market	St	Fernandez-Willis Properties LLC	15	210	\$ 3,465	\$ 1,238	\$ 2,228	64%
29	6 N. Market St. Apartments	6 North	Market	St	2 N Market LLC	18	252	\$ 4,158	\$ 1,485	\$ 2,673	64%
30	Unoccupied	8 North	Market	St	Betty Lou Langer (TOD)	17	238	\$ 3,927	\$ 1,403	\$ 2,525	64%
31	Unoccupied	9 North	Market	St	Fuentes Luis Arturo	27	378	\$ 6,237	\$ 2,228	\$ 4,010	64%
32	Thrush & Son/Durnell Maier Law	10 North	Market	St	3 North Ridge LLC	31	496	\$ 8,184	\$ 2,558	\$ 5,627	69%
33	The Rec	11 North	Market	St	Troy Recreation Assoc. Inc	40	560	\$ 9,240	\$ 3,300	\$ 5,940	64%
34	Submarine House	14 North	Market	St	McDonald-Stevens LLC	25	350	\$ 5,775	\$ 2,063	\$ 3,713	64%
35	Knuckleheads Barber Company	16 North	Market	St	Bastian Sandra	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
36	Trader's Market	18 North	Market	St	Clean Green Warriors LLC	18	252	\$ 4,158	\$ 1,485	\$ 2,673	64%
37	Trader's Market	20 North	Market	St	Clean Green Warriors LLC	18	252	\$ 4,158	\$ 1,485	\$ 2,673	64%
38	Affinity Salon	22 North	Market	St	Four Little Diamonds LLC	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
39	Remax	24 North	Market	St	Efficacy Enterprises LLC	19	266	\$ 4,389	\$ 1,568	\$ 2,822	64%
40	OH! Boba	217 SE	Public Square		ADM Real Estate Holdings LLC	18	378	\$ 6,237	\$ 1,485	\$ 4,752	76%
41	David Fair Annex	221-227 SE	Public Square		ADM Real Estate Holdings LLC	22	362	\$ 5,973	\$ 1,403	\$ 4,571	77%
42	David Fair on the Square	301 SE	Public Square		David L Fair(TOD) & Marla F Fair(TOD)	20	300	\$ 4,950	\$ 1,238	\$ 3,713	75%
43	David Fair Interiors	303 SE	Public Square		David L Fair(TOD) & Marla F Fair(TOD)	18	360	\$ 5,940	\$ 1,485	\$ 4,455	75%
44	The Bakehouse	319 SW	Public Square		Heather M Davey(TOD)&Robert M Davey(TOD)	42	740	\$ 12,210	\$ 3,053	\$ 9,158	75%

ATTACHMENT V: DISCOUNT IMPACT OF RECOMMENDED V STANDARD ASSESSMENT CALCULATIONS

#	Business Name	Address			Property Owner	Linear Footage	Total Sq. Footage	Standard Cost	Recom'd Cost	Estimated Savings	% Discount
45	Troy Sports Center	401 SW	Public Square		Heather M Davey(TOD)&Robert M Davey(TOD)	25	400	\$ 6,600	\$ 1,650	\$ 4,950	75%
46	405 Offices Entrance	405 SW	Public Square		Heather M Davey(TOD)&Robert M Davey(TOD)	20	400	\$ 6,600	\$ 1,650	\$ 4,950	75%
47	Insightful Eyewear	4 South	Market St		Heather M Davey(TOD)&Robert M Davey(TOD)	88.5	1644	\$ 27,126	\$ 7,301	\$ 19,825	73%
48	The Caroline	5 South	Market St		Stemelcar LLC	153	2500	\$ 41,250	\$ 20,873	\$ 20,378	49%
49	Insightful Eyewear	6 South	Market St		Heather M Davey(TOD)&Robert M Davey(TOD)	17	221	\$ 3,647	\$ 1,403	\$ 2,244	62%
50	Expressions of the Home	6 South	Market St		Heather M Davey(TOD)&Robert M Davey(TOD)	17	221	\$ 3,647	\$ 1,403	\$ 2,244	62%
51	Crafted & Cured	8 South	Market St		5-7 Holdings LLC	40	520	\$ 8,580	\$ 3,300	\$ 5,280	62%
52	Cambria	9 South	Market St		Jay A & Lisa A Harris	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
53	Village Salon	11 South	Market St		Berner Estates LLC	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
54	In Renovation	12 South	Market St		Loft at Mayos Hall LLC	39	507	\$ 8,366	\$ 3,218	\$ 5,148	62%
55	The 3 Weird Sisters Studio	13 South	Market St		Tecumseh of Troy LLC	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
56	The 3 Weird Sisters Studio	15 South	Market St		Tecumseh of Troy LLC	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
57	In Renovation	16 South	Market St		Loft at Mayos Hall LLC	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
58	In Renovation	16 South	Market St		Loft at Mayos Hall LLC	20	260	\$ 4,290	\$ 1,650	\$ 2,640	62%
59	Frontier Communications	17-19 South	Market St		General Telephone Co of Ohio	64	934.4	\$ 15,418	\$ 5,280	\$ 10,138	66%
60	The Morris House	1 West	Franklin St		Miami Met Housing Auth	67	871	\$ 14,372	\$ 5,528	\$ 8,844	62%
ASSESSED SUBTOTALS						2,342	36,729	\$ 606,022	\$ 217,223	\$ 388,799	
Average Estimated Assessment Discount											64%
61	City of Troy Police Station	120 East	Main St	City of Troy		114	1,653.0	\$ 27,275	\$ 9,405	\$ 17,870	0%
62	Prouty Plaza	1 West	Main St	City of Troy		196.5	3,353.0	\$ 55,325	\$ 15,799	\$ 39,526	0%
63	The Rec Parking Lot	2 East	Water St	City of Troy		23	322.0	\$ 5,313	\$ 1,898	\$ 3,416	0%
64	The Rec Parking Lot	2 East	Water St	City of Troy		25	350.0	\$ 5,775	\$ 2,063	\$ 3,713	0%
65	The Rec Parking Lot	2 East	Water St	City of Troy		41	574.0	\$ 9,471	\$ 3,383	\$ 6,089	0%
SUBTOTAL CITY FACILITIES COST						311	5,006	\$ 82,599	\$ 25,204	\$ 57,395	0%
GRAND TOTAL						2,653	41,735	\$ 688,621	\$ 242,426	\$ 446,195	65%

ATTACHMENT VI

ORC Section 727 – Special Assessment Public Improvement

Timeline:

1. City prepares plans, specs, cost estimate, and estimated assessments which are filed with the clerk and open for public inspection.
2. Legislative authority passes a Resolution of Necessity, which is then filed with the Clerk of Council. No owner notification required at this point, only publication of the resolution.
3. **After estimated assessments are filed, the clerk must serve notice on each affected property owner through personal service, certified mail, or both.** If an owner cannot be found, newspaper and/or city website notice are published.
 - a. Notice includes that a resolution has passed, the estimated assessment amount, and where assessments can be found.
4. **Owners have a 2-week period after completion of notice to file written objections.** If there is no objection, the owner is considered to have waived objections. There is no additional notice unless an objection is filed.
 - a. If an owner objects, the City is to appoint an equalization board and set a hearing date and time. The objecting owner gets a certified mail notice of the hearing that must be sent at least 5 days before the hearing.
5. The board hears objections and may adjust assessments. If the board increases someone's assessment who did not object that owner must also get a certified mail notice at least 5 days before the hearing.
6. A recommendation is made to the legislative authority (City Council).
7. After the objection period ends and the equalization board report has been approved, an ordinance to proceed with improvement is adopted.
8. Construction occurs.
9. After the project cost is finalized, the City passes an ordinance levying final assessments. Assessments are adjusted proportionally to actual cost, filed, and open for inspection. Assessments become final upon adoption.

ATTACHMENT VII: 2026-2030 GENERAL FUND FORECAST (WITH MCD GF OBLIGATION AFTER 25' BOOKS CLOSED)

	Notes	2026	2027	2028	2029	2030
Beginning FB	1	\$63,388,177	\$41,395,376	\$33,161,590	\$36,612,702	\$23,347,521
Revenues	2	\$45,687,228	\$46,144,100	\$46,605,541	\$47,071,597	\$47,542,313
Bond Proceeds	3	\$0	\$0	\$15,000,000	\$0	\$0
Total Resources		\$109,075,405	\$87,539,476	\$94,767,132	\$83,684,299	\$70,889,834
Operating Expenses	4	\$37,456,736	\$39,704,140	\$42,086,389	\$44,611,572	\$47,288,266
MCD GF Obligation	5	\$51,273	\$416,346	\$441,326	\$467,806	\$495,874
Street Paving	6	\$1,500,000	\$1,750,000	\$1,750,000	\$1,750,000	\$1,750,000
27th Payroll	7	\$0	\$0	\$869,314	\$0	\$0
Capital Needs	8	\$28,164,620	\$7,000,000	\$7,000,000	\$7,000,000	\$7,000,000
PRMP Implementation	9	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0
Debt Service	10	\$507,400	\$507,400	\$1,007,400	\$1,507,400	\$1,507,400
Total Expenses		\$67,680,029	\$54,377,886	\$58,154,429	\$60,336,778	\$58,041,541
Ending Fund Balance		\$41,395,376	\$33,161,590	\$36,612,702	\$23,347,521	\$12,848,283
Target Fund Balance	11	\$19,362,618	\$20,486,320	\$22,302,444	\$24,190,036	\$25,528,383
% Fund Balance Coverage	12	213.79%	161.87%	164.16%	96.52%	50.33%

Notes:

2/12/2026

1. 2026 Beginning Fund Balance is based on actual fund balances as of 1/1/26 after 2025 financial books were closed by Auditor's Office
2. 2026 revenue estimates based on City Auditor; 2027-2030 estimated at 1% annual growth
3. Assumes borrowing to finance Council's Park and Recreation Master Plan (PRMP) priorities up to \$15 million
4. 2026 expenses per City staff recommendations; 2027-2030 based on 6% annual inflation for COLA, healthcare, and inflationary increases
5. Impact of Miami County deciding not to collect MCD assessment; calc for 2026=2025 assessment - Est FB; 2027 = double 2026 assessment; 2028-30=2027 x 6% annual increase
6. 2026 Street paving as recommended per annual inspection and grading; 2027 and beyond includes repaving 2-3 miles of alleys annually
7. Accounting anomaly due to calendar timing of payrolls, a 27th payroll will next occur in 2028
8. 2026 as recommended; 2027-2030 assume arbitrary but level amount
9. Assumes 3-year construction implementation of up to \$15 million in PRMP improvements starting in 2027
10. 2026 Debt Service includes TI and Arena bond, 2027 adds \$500,000 for 1/2 year PRMP financing, 2028-2030 adds another \$500,000 for full-year annual PRMP debt service
11. Target balance equals 125% of debt service plus 50% of annual operating budget, consistent with Utility Fund policies
12. Coverage % is gauge of how close to target annual fund balance is. 100% or greater shows positive fiscal health

ATTACHMENT VIII: 2026-2030 GENERAL FUND FORECAST (NO DT SIDEWALK ASSESSMENT)

	Notes	2026	2027	2028	2029	2030
Beginning FB	1	\$63,388,177	\$41,274,172	\$32,919,182	\$36,249,089	\$22,862,704
Revenues	2	\$45,687,228	\$46,144,100	\$46,605,541	\$47,071,597	\$47,542,313
(Lost DT Sidewalk Assessments)		(\$121,204)	(\$121,204)	(\$121,204)	(\$121,204)	(\$121,204)
Bond Proceeds	3	\$0	\$0	\$15,000,000	\$0	\$0
Total Resources		\$108,954,200	\$87,297,067	\$94,403,519	\$83,199,481	\$70,283,812
Operating Expenses	4	\$37,456,736	\$39,704,140	\$42,086,389	\$44,611,572	\$47,288,266
MCD GF Obligation	5	\$51,273	\$416,346	\$441,326	\$467,806	\$495,874
Street Paving	6	\$1,500,000	\$1,750,000	\$1,750,000	\$1,750,000	\$1,750,000
27th Payroll	7	\$0	\$0	\$869,314	\$0	\$0
Capital Needs	8	\$28,164,620	\$7,000,000	\$7,000,000	\$7,000,000	\$7,000,000
PRMP Implementation	9	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0
Debt Service	10	\$507,400	\$507,400	\$1,007,400	\$1,507,400	\$1,507,400
Total Expenses		\$67,680,029	\$54,377,886	\$58,154,429	\$60,336,778	\$58,041,541
Ending Fund Balance		\$41,274,172	\$32,919,182	\$36,249,089	\$22,862,704	\$12,242,271
Target Fund Balance	11	\$19,362,618	\$20,486,320	\$22,302,444	\$24,190,036	\$25,528,383
% Fund Balance Coverage	12	213.16%	160.69%	162.53%	94.51%	47.96%

Notes:

2/12/2026

1. 2026 Beginning Fund Balance is based on actual fund balances as of 1/1/26 after 2025 financial books were closed by Auditor's Office
2. 2026 revenue estimates based on City Auditor; 2027-2030 estimated at 1% annual growth
3. Assumes borrowing to finance Council's Park and Recreation Master Plan (PRMP) priorities up to \$15 million
4. 2026 expenses per City staff recommendations; 2027-2030 based on 6% annual inflation for COLA, healthcare, and inflationary increases
5. Impact of Miami County deciding not to collect MCD assessment; calc for 2026=2025 assessment - Est FB; 2027 = double 2026 assessment; 2028-30=2027 x 6% annual increase
6. 2026 Street paving as recommended per annual inspection and grading; 2027 and beyond includes repaving 2-3 miles of alleys annually
7. Accounting anomaly due to calendar timing of payrolls, a 27th payroll will next occur in 2028
8. 2026 as recommended; 2027-2030 assume arbitrary but level amount
9. Assumes 3-year construction implementation of up to \$15 million in PRMP improvements starting in 2027
10. 2026 Debt Service includes TI and Arena bond, 2027 adds \$500,000 for 1/2 year PRMP financing, 2028-2030 adds another \$500,000 for full-year annual PRMP debt service
11. Target balance equals 125% of debt service plus 50% of annual operating budget, consistent with Utility Fund policies
12. Coverage % is gauge of how close to target annual fund balance is. 100% or greater shows positive fiscal health

ATTACHMENT IX: 2026-2030 GENERAL FUND FORECAST (36% DT SIDEWALK ASSESSMENT)

	Notes	2026	2027	2028	2029	2030
Beginning FB	1	\$63,388,177	\$41,317,616	\$33,006,071	\$36,379,423	\$23,036,482
Revenues	2	\$45,687,228	\$46,144,100	\$46,605,541	\$47,071,597	\$47,542,313
(Local DT Sidewalk Assessments)		(\$77,700)	(\$77,700)	(\$77,700)	(\$77,700)	(\$77,700)
Bond Proceeds	3	\$0	\$0	\$15,000,000	\$0	\$0
Total Resources		\$108,997,645	\$87,383,957	\$94,533,852	\$83,373,260	\$70,501,035
Operating Expenses	4	\$37,456,736	\$39,704,140	\$42,086,389	\$44,611,572	\$47,288,286
MCD GF Obligation	5	\$51,273	\$416,346	\$441,326	\$467,806	\$495,874
Street Paving	6	\$1,500,000	\$1,750,000	\$1,750,000	\$1,750,000	\$1,750,000
27th Payroll	7	\$0	\$0	\$869,314	\$0	\$0
Capital Needs	8	\$28,164,620	\$7,000,000	\$7,000,000	\$7,000,000	\$7,000,000
PRMP Implementation	9	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0
Debt Service	10	\$507,400	\$507,400	\$1,007,400	\$1,507,400	\$1,507,400
Total Expenses		\$67,680,029	\$54,377,886	\$58,154,429	\$60,336,778	\$58,041,541
Ending Fund Balance		\$41,317,616	\$33,006,071	\$36,379,423	\$23,036,482	\$12,458,494
Target Fund Balance	11	\$19,362,618	\$20,486,320	\$22,302,444	\$24,190,036	\$25,528,383
% Fund Balance Coverage	12	213.39%	161.11%	163.12%	95.23%	48.81%

Notes:

- 2026 Beginning Fund Balance is based on actual fund balances as of 1/1/26 after 2025 financial books were closed by Auditor's Office
- 2026 revenue estimates based on City Auditor; 2027-2030 estimated at 1% annual growth
- Assumes borrowing to finance Council's Park and Recreation Master Plan (PRMP) priorities up to \$15 million
- 2026 expenses per City staff recommendations; 2027-2030 based on 6% annual inflation for COLA, healthcare, and inflationary increases
- Impact of Miami County deciding not to collect MCD assessment; calc for 2026=2025 assessment - Est FB; 2027 = double 2026 assessment; 2028-30=2027 x 6% annual increase
- 2026 Street paving as recommended per annual inspection and grading; 2027 and beyond includes repaving 2-3 miles of alleys annually
- Accounting anomaly due to calendar timing of payrolls, a 27th payroll will next occur in 2028
- 2026 as recommended; 2027-2030 assume arbitrary but level amount
- Assumes 3-year construction implementation of up to \$15 million in PRMP improvements starting in 2027
- 2026 Debt Service includes TI and Arena bond, 2027 adds \$500,000 for 1/2 year PRMP financing, 2028-2030 adds another \$500,000 for full-year annual PRMP debt service
- Target balance equals 125% of debt service plus 50% of annual operating budget, consistent with Utility Fund policies
- Coverage % is gauge of how close to target annual fund balance is. 100% or greater shows positive fiscal health

2/12/2026