



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

MONDAY, FEBRUARY 12, 2024, 6:00 PM

Community Partnerships Committee

(Marshall [Chm.], Severt, Twiss)

1. Provide a recommendation to Council regarding proposed amendments to Chapter 135 of the Codified Ordinances regarding the Human Relations Commission.

Finance Committee

(Severt [Chm.], Schilling, Westfall)

1. Provide a recommendation to Council regarding the recommendation of the Loan Review Committee to release Hayato Minami from responsibilities on the CDBG ED RLF loan to Speakeasy Ramen LLC, accept personal guarantee on said loan from Kimberly Frazier.

Recreation & Parks Committee

(Westfall [Chm.], Marshall, Whidden)

1. Provide a recommendation to Council regarding the recommendation of the Board of Park Commissioners to authorize the Board to advertise for bids and enter into a contract for the North Market Street Girls' Softball Field Lighting Replacement Project at a cost not to exceed \$175,000.
2. Provide a recommendation to Council regarding the recommendation of the Board of Park Commissioners to authorize proceeding with the Park Maintenance Building Project using the Ohio Revised Code Design-Build process and that notification of the project will be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.

Streets & Sidewalks Committee

(Phillips [Chm.], Schilling, 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 2024 Paving Program at a cost not to exceed \$1,500,000.

Other Committees/Items may be added.

2-9-2024

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

**COMMUNITY
PARTNERSHIPS
COMMITTEE**



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: February 7, 2024

SUBJECT: **PROPOSED AMENDMENTS TO CHAPTER 135 HUMAN RELATIONS COMMISSION**

RECOMMENDATION:

That Council approves the proposed amendments to Chapter 135 of the Codified Ordinances of the City of Troy regarding the Human Relations Commission's composition, duties and Operating Guidelines.

BACKGROUND:

The Troy Human Relations Commission (HRC) was established in 1982 as Chapter 135 of the Codified Ordinances of the City of Troy. The purpose of the HRC is to address various concerns faced by Troy's population. After some years of relative inactivity, the HRC was re-established in 2020. The HRC members are appointed by the Mayor and confirmed by City Council, with the membership representing various racial, religious, and ethnic groups within the city. Since re-establishment, the HRC has adopted Operating Guidelines that further reflect the HRC's current organizational procedures. The attached shows proposed new language underlined and proposed removed wording with a strike-through.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of amending Chapter 135 of the Codified Ordinances of the City of Troy to reflect the rules and procedures of the HRC set forth in the Commission's Operating Guidelines.

encl.

cc: Mayor Oda
Grant Kerber, Law Director



135.01 DEFINITION.

Whenever the word "Commission" appears in this chapter, it shall be construed to mean the Troy Human Relations Commission.

135.02 ESTABLISHMENT; APPOINTMENT; COMPOSITION; TERMS.

There is hereby established a commission to be known as the Troy Human Relations Commission, which Commission shall consist of not less than five ~~six~~ nor more than nine ~~fifteen~~ members broadly representative of the racial, religious and ethnic groups within the City. Members of the Commission shall be appointed by the Mayor and confirmed by Council. Of the members initially appointed, one-third shall be appointed for one year, one-third for two years and one-third for three years; thereafter all appointments shall be for three years except where an appointment of a lesser period is necessary to equalize the staggered terms of such members. In the event of the death or resignation of any member, his successor shall be appointed by the Mayor and confirmed by Council to serve for the unexpired period of the term for which such deceased or resigned member has been appointed. All appointments shall be made upon a calendar year basis.

135.03 OPERATING GUIDELINES

The Commission shall adopt, from time to time, such operating guidelines as it may deem necessary to carry out the provisions of this chapter.

135.04 COMPENSATION.

All members of the Human Relations Commission shall serve without compensation.

135.05 ANNUAL REPORT.

The Human Relations Commission shall render an annual report at the termination of each calendar year of its activities and recommendations to the Mayor and Council.

135.06 DUTIES.

The powers and duties of the Human Relations Commission shall be as follows:

- (a) Researching current opportunities to enhance inter-group relationships within the City, including but not limited to those relationships which involve age, race, physical or mental handicaps, poverty or sex as a basis for distinction.
- ~~(a) To study the problems of inter-group relationships, including but not limited to those relationships which involve age, race, physical or mental handicaps, poverty or sex as a basis for distinction, within the City and advise and cooperate with the Mayor, Council, the Service and Safety Director and all other City agencies, boards and officials with respect to any such problems.~~
- (b) Advising and cooperating with the Mayor, Council, and Director of Public Service and Safety with respect to any potential issues which have bearing on the community involving prejudicial practices or incidents based on age, race, physical or mental handicap, poverty, or gender.
- ~~(b) To enlist the cooperation of all racial, religious, ethnic, educational, community, civic, labor, fraternal and benevolent groups, associations and societies and all constructive community forces and talents necessary to combat misunderstanding, prejudice, intolerance and bigotry in inter-group relationships.~~

- (c) Enlisting the cooperation of governmental agencies, as well as all racial, religious, ethnic, educational, business, community, civic, labor, fraternal and benevolent groups, associations and societies and all constructive community forces and talents to abate unfair practices and,
- ~~(c) To cooperate with federal, State and City agencies, the Board of Education and the parochial schools in formulating and developing courses of education to combat misunderstanding, prejudice, intolerance and bigotry in inter group relationships.~~
- ~~(d) Monitoring along with the City administration the resolution of any complaints related to discrimination based on age, disability, poverty, race, and gender. Monitoring shall mean ensuring that all complaints are forwarded to the appropriate governmental body for investigation, recognizing that the conclusion of said investigation may be confidential.~~
- ~~(d) To receive and investigate complaints, including but not limited to, the following categories: age discrimination, handicapped discrimination, poverty discrimination, racial discrimination, and sex discrimination. To initiate and conduct surveys concerning the foregoing categories. To confer with any and all groups, hold hearings, make investigations and assemble pertinent data concerning the foregoing categories.~~
- ~~(e) To endeavor by persuasion and education, to induce public and private employers, labor and professional organizations and employment agencies to institute nondiscriminatory practices in employment, union membership, promotion, wages, working conditions, lay-offs, job opportunities and housing and public accommodations.~~

135.07 EXPENSES.

The actual and necessary expenses of carrying on the activities of the Human Relations Commission shall be paid out of funds, appropriated by Council and funds contributed by interested persons or groups for such activities.

FINANCE COMMITTEE



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: February 6, 2024

SUBJECT: **SPEAKEASY RAMEN, LLC CDBG ECONOMIC DEVELOPMENT REVOLVING LOAN – RELEASE OF HAYATO MINAMI’S LOAN RESPONSIBILITIES; REQUIRING PERSONAL GUARANTEE OF KIMBERLY FRAZIER ON THE LOAN**

RECOMMENDATION:

That City Council accept the recommendation of the Loan Review Committee to release Hayato Minami from his loan obligations on the Speakeasy Ramen, LLC loan from the City of Troy’s Community Development Block Grant (CDBG) Economic Development Revolving Loan Fund (ED RLF) and to require the personal guarantee of Kimberly Frazier on the loan.

BACKGROUND:

In 2022, Council approved a loan in the amount of \$300,000 to Kimberly Frazier and Hayato Minami, on behalf of Speakeasy Ramen, LLC, dba Speakeasy Miso, to finance restaurant equipment for a new location at 101 W. Main Street. The loan was from the City of Troy’s CDBG ED RLF. The loan to Speakeasy Ramen, LLC consisted of terms of seven years at 2.0% APR, which amounted to monthly payments of \$4,104.70. A UCC lien was placed upon the business assets to serve as collateral for the loan. A personal guarantee from Kimberly Frazier and Hayato Minami was not collected when the original loan agreement was signed since the loan was otherwise fully collateralized. The loan payments are current.

Ms. Frazier and Mr. Minami were the shareholders in the Speakeasy Ramen, LLC company, with each individual holding 50% of the shares. Recently, Ms. Frazier purchased the 50% share held by Mr. Minami. Mr. Minami has requested that his loan responsibilities be removed from the Speakeasy Ramen, LLC loan.

On February 5, 2024, the Loan Review Committee met to review the request from Mr. Minami, and provided a positive recommendation to City Council to release Mr. Minami from his loan responsibilities. Ms. Frazier will provide a personal guarantee since she is the sole owner of Speakeasy Ramen, LLC and is now fully responsible for the repayment of the CDBG ED RLF loan.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of the recommendation of the Loan Review Committee to release Mr. Minami from his loan obligations and that Ms. Frazier be required to provide a personal guarantee on the Speakeasy Ramen, LLC loan from the City of Troy’s CDBG ED RLF.



**RECREATION &
PARKS COMMITTEE**



RJP

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: February 7, 2024

SUBJECT: BIDDING THE N. MARKET STREET GIRLS' SOFTBALL BALLFIELD LIGHTING REPLACEMENT PROJECT

RECOMMENDATION:

That Council authorizes the Board of Park Commissioners to advertise for bids and enter into a contract for the North Market Street Girls' Softball Field Lighting Replacement Project.

BACKGROUND:

The 2024 Park Department budget includes \$175,000 for the replacement of the lighting at the North Market Street Girls' Softball Field. The current lighting is so outdated that no company can service it. Specifications have been prepared so that the project can be bid upon authorization of Troy City Council.

At the February 6, 2024, meeting of the Board of the Park Commissioners, a motion was adopted requesting that Council authorize the Board to advertise for bids and enter into a contract for the project.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council accepted the recommendation of the Board of Park Commissioners to authorize the Board to advertise for bids and enter into a contract for the North Market Street Girls' Softball Field Lighting Replacement Project at a cost not to exceed \$175,000.





Patrick E. J. Titterington
Director of Public Service & Safety
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Patrick.Titterington@troyohio.gov

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MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: February 6, 2024

SUBJECT: **AUTHORIZE STARTING THE PARK MAINTENANCE BUILDING PROJECT USING THE DESIGN-BUILD PROCESS**

RECOMMENDATION:

That Council supports the recommendation of the Board of Park Commissioners to proceed with the Park Maintenance Building Project using the Ohio Revised Code (ORC) Process of Design-Build and determines how qualified profession design firms or design-build firms may submit statements of qualifications in order to be considered for a contract to design-build the project.

BACKGROUND:

A priority of the Board of Park Commissioners has been the construction of a new Park Maintenance Building to be located at the Paul G. Duke Park, which facility would serve the administrative, operational and maintenance functions of the Park Department for years to come. Currently the Park Department operates out of some aged structures located off Adams Street, north of the Hobart Arena, with the department also having various pieces of equipment stored at Duke Park. The Board has recognized the benefit of the Park Department's operation being located in one area that would more fit the needs of the department and its employees. Sufficient space is not available at the Adams Street location to construct a new building. Sufficient area has been identified at the back of Duke Park. The 2024 Park and Recreation Capital Improvement Fund Budget (Fund 228) includes \$425,000 for the construction of a new Park Maintenance Building, with another \$100,000 budgeted from the ARPA Fund budget (Fund 251), for a total project cost of \$525,000.

The first step is determining to proceed with the project and the method of notification regarding the project. Staff has recommended that the City follow the ORC permitted design-build process for this project. Staff recommended to the Board of Park Commissioners that the notification be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.

At the February 6 meeting of the Board of Park Commissioners, a motion was approved that the Board recommends that Troy City Council proceed with the Park Maintenance Building Project using the Ohio Revised Code Design-Build process and that notification of the project will be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council supporting the recommendation of the Board of Park Commissioners to authorize proceeding with the Park Maintenance Building Project using the Ohio Revised Code Design-Build process and that notification of the project will be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.



STREETS & SIDEWALKS COMMITTEE



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 9, 2024
SUBJECT: **AUTHORIZATION TO BID AND AWARD 2024 PAVING PROGRAM**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to advertise for bids and enter into a contract for the 2024 Paving Program at a cost not to exceed \$1,500,000.

BACKGROUND:

The annual paving program is created by taking into consideration the 2023 roadway pavement assessment analysis, the repair workorders, and the capital improvement projects of the city departments and of other outside utilities (including Centerpoint Energy's bare steel replacement program).

Staff is requesting that the bidding be authorized for the City's annual resurfacing of roadways. After evaluating the increasing material costs and the recent contract bidding in the surrounding areas, the street locations on the list provided are ranked from highest to lowest priority for 2024. In the event that any streets should be removed due to bid prices, the lowest priority streets shall be removed and placed on the list for the next calendar year.

<i>Description</i>	<i>Budget</i>	<i>Fund</i>
Annual Paving Program	\$ 1,500,000	441
<i>Total 2024 Paving Program</i>	<i>\$ 1,500,000</i>	

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of authorizing the Director of Public Service and Safety to advertise for bids and enter into a contract for 2024 Paving Program at a cost not to exceed \$1,500,000.

cc: Mayor Oda





The following streets are proposed as part of the annual paving program throughout the City:

Street	From	To	Lane Miles
Parkview Drive	West Market Street	Southside Drive	0.08
Southside Drive	Cul-de-sac	Cul-de-sac	0.30
Sterling Drive	Huntington Drive	Winchester Drive	0.36
Winchester Drive	Huntington Drive	Huntington Drive	0.76
Huntington Drive	Swales Road	Nashville Road	1.16
Essex Court	Huntington Drive	Cul-de-sac	0.18
Edinburgh Drive	Swales Road	Cul-de-sac	0.48
Durham Street	Huntington Drive	Cul-de-sac	0.16
Chatham Drive	Nashville Road	Edinburgh Drive	0.54
Amberly Court	Huntington Drive	Cul-de-sac	0.14
Cara Drive	Barnhart Road	Wade Place	0.52
Wade Place	Cara Drive	Cul-de-sac	0.10
Worthington Drive	Renwick Way	Cara Drive	1.0
Ivywood Court	Renwick Way	Cul-de-sac	0.06
Hastings Court	Kenton Way	Cul-de-sac	0.06
Saybrook Court	Worthington Drive	Cul-de-sac	0.06
Kenton Way	West Market Street	Renwick Way	0.42
Fieldbrook Court	Cul-de-sac	Cul-de-sac	0.14
Edgewater Drive	West Market Street	Fieldbrook Court	0.08
Renwick Way	Kenton Way	Cul-de-sac	1.04
Beekman Drive	North Dorset Road	Brook Park Drive	0.42
Brook Park Drive	North Dorset Road	Keller	0.90
Keller Drive	Brook Park Drive	Beekman Drive	0.68
Sanders Court	Keller Drive	Cul-de-sac	0.10
Waterbury Drive	Brook Park Drive	Cul-de-sac	0.62
North Market Street	Troy Urbana Road	ButtJoint South of Loxley	0.82
Michael Drive	Hunters Ridge Drive	Cul-de-sac	0.80
Todd Lane	Troy Urbana Road	Stephenson Drive	0.40
Kirk Lane	North Market Street	Fairfield Road	0.24
Mystic Lane	Maplecrest Drive	Skylark Drive	0.30
Terry Drive	Maplecrest Drive	Skylark Drive	0.34
Mystic Lane North/South	Skylark Drive	Skylark Drive	0.74
Total Paved Lane Miles			14





Figure 13.20

Street Name	From:	To:	Square Feet	Square Yard	Cubic Yards
Amberly Ct	Cul-de-sac	Huntington Dr	17504.52	1944.75	81.03
Beekman Dr	Brook Park Dr	Lytle Rd	44868.37	4984.88	207.70
Brook Park Dr	N Dorset Rd	Butt joint [at 1604 Brook Park Dr]	79611.56	8844.84	368.54
Cora Dr	Barnhart Rd	Cul-de-sac	50166.98	5573.55	232.25
Chatham Dr	Nashville Rd	Edinburgh Dr	48642.68	5404.20	225.18
Durham St	Dead End	Huntington Dr	17201.62	1911.10	79.63
Edgewater Dr	Market St W	Fieldbrook Ct	6535.69	726.12	30.24
Edinburgh Dr	Swales Rd	Cul-de-sac	46330.79	5147.35	214.47
Essex Ct	Huntington Dr	Cul-de-sac	19359.29	2150.82	89.67
Fieldbrook Ct	Cul-de-sac	Cul-de-sac	19608.24	2178.48	90.77
Hastings Ct	Cul-de-sac	Kenton Way	8173.77	908.11	37.84
Huntington Dr	Nashville Rd	Swales Rd	104934.08	11658.18	485.76
Ivywood Ct	Cul-de-sac	Renwick Way	8921.61	991.19	41.36
Keller Dr	Brook Park Dr	Butt joint	83117.00	9234.30	384.77
Kenton Way	Market St W	Dead End	62921.48	6989.89	287.48