



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

MONDAY, MARCH 31, 2025, 6:00 PM

Community Partnerships Committee

(Marshall [Chm.], Severt, Twiss)

1. Provide a recommendation to Council regarding the 2025 Troy Strawberry Festival – agreement, Notwithstanding Legislation, activate a portion of the DORA Temporary Activation Boundary. Consideration of emergency legislation requested.
2. Provide a recommendation to Council regarding notwithstanding legislation associated with a Troy Truck Yard Event for May 10, 2025. Consideration of emergency legislation requested.

Finance Committee

(Severt [Chm.], Schilling, Westfall)

1. Provide a recommendation to Council regarding acceptance of the recommendations of the Tax Incentive Review Council that the Enterprise Zone Agreements be continued and that the Troy Towne Park TIF be continued. Consideration of emergency legislation requested as reports are to be filed with the State.
2. Provide a recommendation to Council regarding an application to participate in the Employee Creation Incentive Program (ECIP) for an expansion project that brings 166 new employees and annual payroll over \$7 Million.

Law & Ordinance Committee

(Whidden [Chm.], Marshall, Twiss)

1. Provide a recommendation to Council regarding amending the Public Records Policy and the Fee Schedule related to law enforcement video footage in accordance with HB 315. Consideration of emergency legislation requested as the HB is effective April 9.
2. Provide a recommendation to Council regarding amending Chapter 915 of the Codified Ordinances (Sewer Use) to set standards for excessive strength wastewater discharged into the City's sanitary sewer system, and amend the fee schedule related to fees to be listed in the schedule and not in Chapter 915.
3. Provide a recommendation to Council regarding acceptance of the storm sewer, sanitary sewer, and bike path easements for the North School site (current Hook School location) and authorize the Director of Public Service and Safety to execute any documents related to the easements.

Personnel Committee

(Snee [Chm.], Phillips, Pierce)

1. Provide a recommendation to Council regarding the creation of a second Engineering Department Project Manager position at Grade 9, due to the significant increase in projects budgeted and scheduled in the 2025-2029 Capital Investment Plan (CIP) and beyond, as well as recognition of the supervisory level of duties to be assigned. Consideration of emergency legislation is requested to enable recruitment in advance of the 2025 heavy construction season.



Recreation & Parks Committee

(Westfall [Chm.], Marshall, Whidden)

1. Provide a recommendation to Council regarding authorizing the Director of Public Service and Safety to accept the Guaranteed Maximum Price (GMP) for the construction of the Park Maintenance Building Project by Brumbaugh Construction Inc. of Arcanum, Ohio, following the Ohio Revised Code (ORC) process of Design-Build for this project. This construction portion of the contract would be authorized in the amount of \$1,300,000. Consideration of emergency legislation is requested so that the construction proceeds for completion in 2025.

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 Sidewalk Repair Program (Phase 16) at a cost not to exceed \$298,220.

Other Committees/Items may be added.

3-28-2025

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

DATE: March 15, 2025

SUBJECT: **2025 TROY STRAWBERRY FESTIVAL – AGREEMENT AND NOTWITHSTANDING LEGISLATION;
ACTIVATION OF AREA OF DORA TEMPORARY BOUNDARY**

RECOMMENDATION:

That the Director of Public Service and Safety is authorized to enter into an agreement with the Troy Area Chamber of Commerce for the 2025 Troy Strawberry Festival to be held in the downtown area and the levee area June 6 – June 8, 2025; enacts associated Notwithstanding Legislation; and activates a portion of the DORA Temporary Activation Boundary for the three days of the Festival.

BACKGROUND:

Representatives of the Troy Strawberry Festival, Inc. (TSF) requested holding an event for 2025 that would be very similar to the 2022 - 2024 Festival venue, that would incorporate the Troy Strawberry Jam (held since 2021) elements for Friday, June 6, and temporarily activate areas of the DORA for the three days. The 2025 event would provide an opportunity for the downtown businesses to be open and be involved; continue the TSF mission to provide an opportunity for local non-profits to raise funds for community purposes; and provide an opportunity for residents and visitors to come downtown to enjoy a variety of bands, support local businesses, and support the local non-profit organizations that will be located downtown and on the levee. Details include:

- Downtown venue area would be the Public Square/Quadrants/Prouty Plaza, S. Market Street to Franklin Street, N. Market Street to Water Street, E. Main Street to Mulberry Street, and W. Main Street to Plum Street, with the closing of some side streets (i.e., North and South Cherry, Walnut Street) to store vehicles associated with the event, and close parking lots (i.e., north of the REC, North and South Cherry Street).
- The roadways would close to traffic at 6:00 p.m. on Thursday, June 5, with the roadways open no later 7:00 a.m., Monday, June 9.
- In addition, for safety, N. Market Street would be closed from Water Street to Staunton Road commencing at noon on Friday, June 6. There would be access to the Senior Citizens Center and the parking lot of the N. Market Street Ballfield. That area of N. Market Street would reopen by midnight, June 8.
- Event hours would be Friday, June 6, 6:00 p.m. – 9:00 p.m.; Saturday, June 7, 10:00 a.m. – 9:00 p.m.; Sunday, June 8, 10:00 a.m. - 6:00 p.m.
- The Chamber has requested that a portion of the DORA Temporary Activation Boundary be activated for the Festival during DORA hours. The Chamber will have one point of sales for alcohol, which will be on the upper levee in the general area west of the Senior Citizens Center. The Chamber did not request a point of sales for alcohol in the downtown venue, leaving the sale of DORA beverages to the downtown businesses. The Chamber does not plan to sell alcohol on Friday, but the DORA would be activated so that persons with DORA beverages could also access the N. Market Street Bridge to visit levee vendors. The Temporary Activation was recommended by the Board of Park Commissioners at their March 11 meeting.
- The Chamber will provide a payment to reflect the adjusted average amount funded by the City.
- Two maps are attached:
 - One shows the total DORA Temporary Activation Boundary, with the requested activation area shown in gold. The requested area includes the N. Market Street Bridge and a portion of the levee.
 - The second map shows the barricades, signage and additional trash containers that will be required. These items, including the emptying of the trash containers, are the responsibility of the Chamber.



Consideration of emergency legislation is requested so that the agreement can be finalized and TSF file an application for a F2 permit with the Ohio Division of Liquor Control.

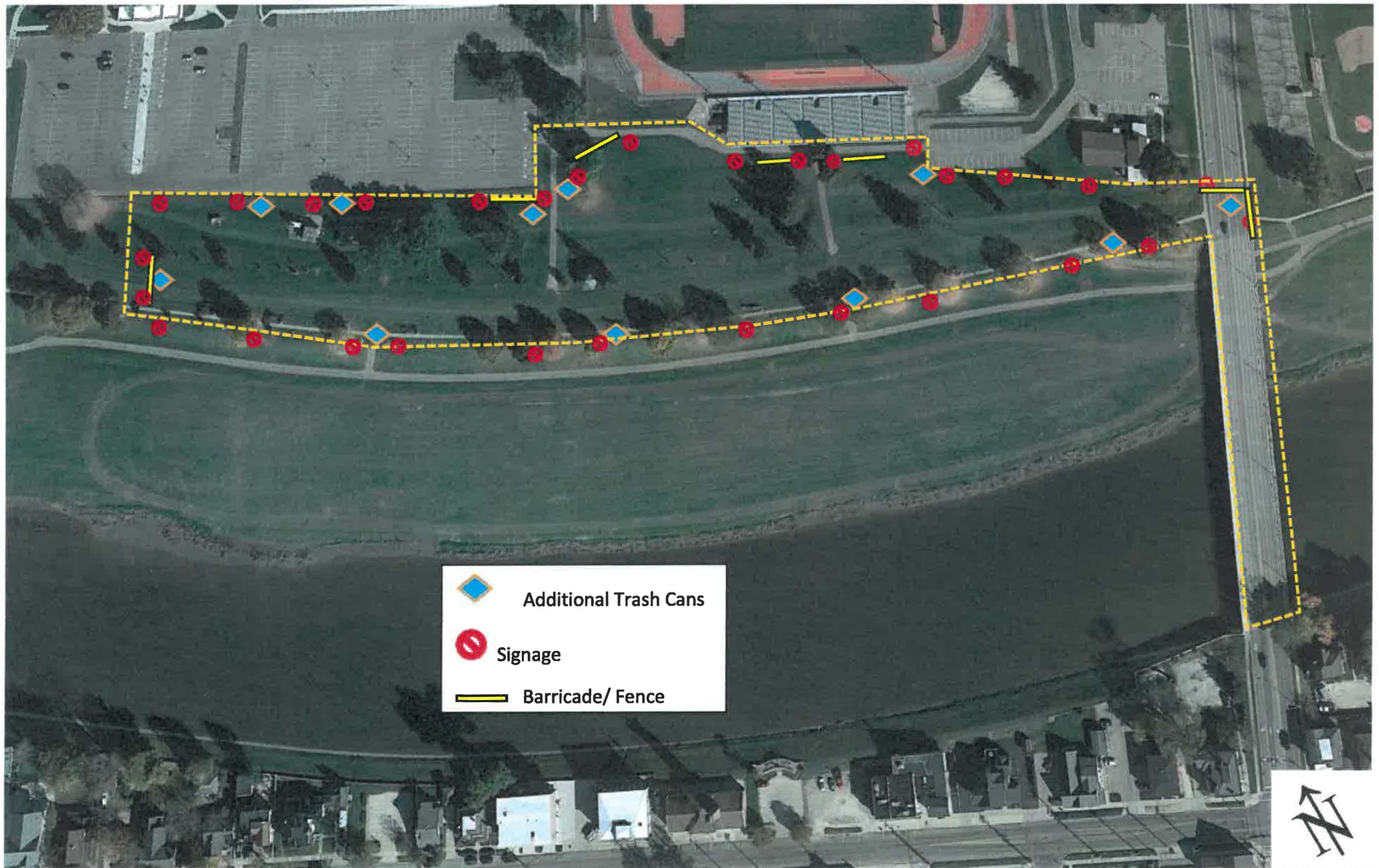
REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing the agreement associated with the Troy Strawberry Festival, the Notwithstanding Legislation, and activation of a portion of the DORA Temporary Activation Boundary.

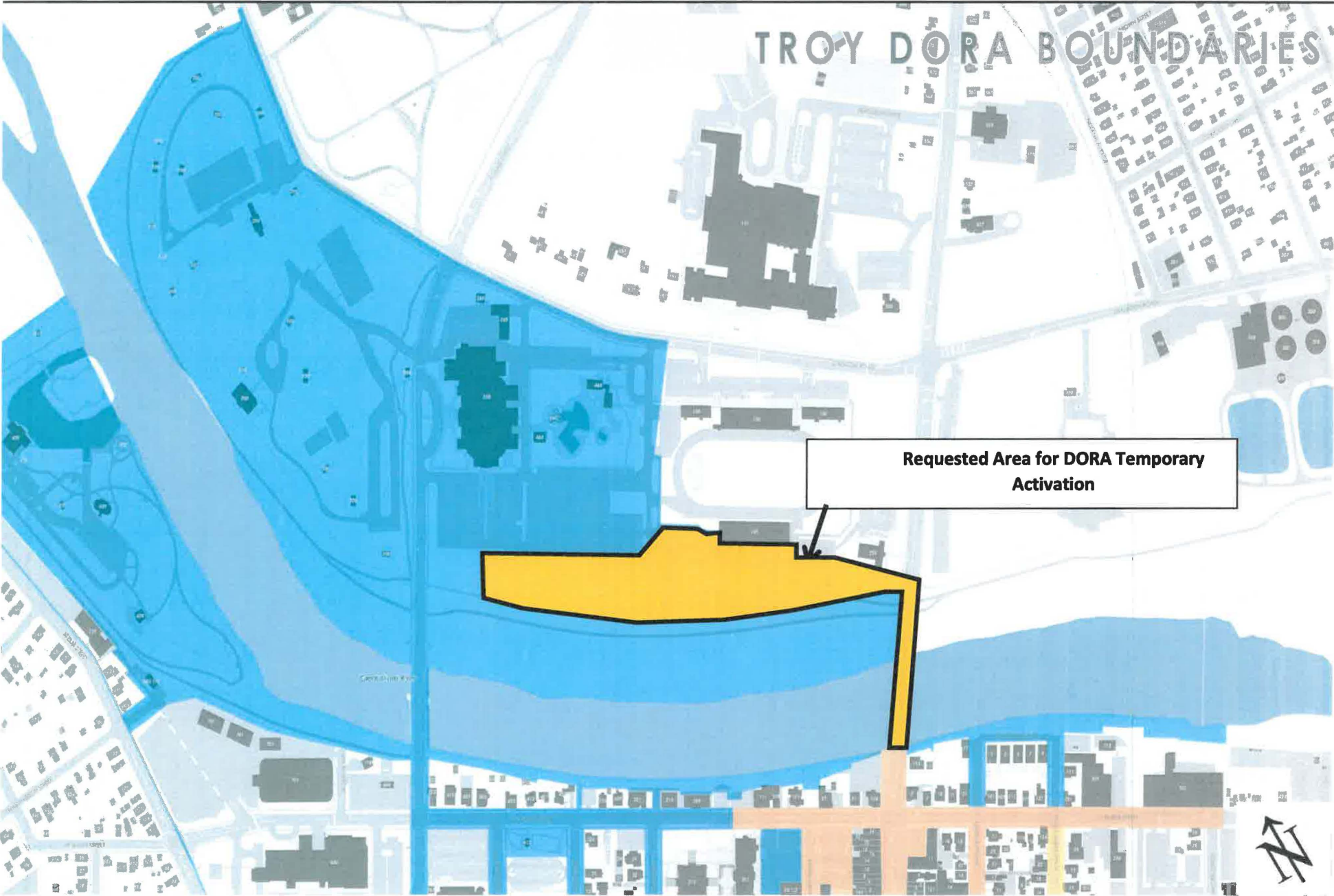
encl.

Trash cans shown are in addition to what's normally placed for the festival.

Additional Signs will be added once Vendors are staged to ensure visibility.



Troy Strawberry Festival – DORA – Temporary Activation Boundary





MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 14, 2025

SUBJECT: **NOTWITHSTANDING ORDINANCE - TROY TRUCK YARD EVENT**

RECOMMENDATION:

That Troy City Council authorizes a Notwithstanding Ordinance for the Troy Truck Yard event on May 10, 2025, with such event to include the sale and consumption of alcoholic beverages (beer only).

BACKGROUND:

The Downtown Riverfront Study provided suggestions for various event opportunities that could help promote the riverfront area in general and assist in bringing people downtown. The Troy Truck Yard is a casual pop-up event, featuring music, food and beverages. A Troy Truck Yard event was first held on November 2, 2019. Truck Yard events were then held June 23, 2021, June 22, 2022, April 28, 2023, and June 8, 2024. It was intended that Truck Yard events would be at least annual, but the 2020 event was not held due to COVID-19. Below is information regarding the May 10, 2025, event:

- Venue - Located on E. Water Street (near New St. to N. Count St. intersections). Setup would include picnic tables/chairs, mobile stage, port-a-johns, trash cans (tent if necessary) and would be the responsibility of the City. This venue is in the Downtown Riverfront Study Area. It is not in the DORA area. The attached map shows the location.
- Time - 6:00 pm to 9:00 pm.
- Music - a contract with a band is pending Council approval of the Notwithstanding Ordinance.
- Food - Three food trucks have been tentatively scheduled for this event.
- Alcohol Permit - The permit would be held by the City of Troy.

As the alcohol sales/consumption would involve public property, enactment of a Notwithstanding Ordinance is required. Consideration of emergency legislation is requested as the application to the Ohio Division of Liquor Control must be submitted no less than 30 days prior to the event.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of a Notwithstanding Ordinance for the above described event, with emergency legislation considered.

encl.



Troy Truck Yard E Water St



FINANCE COMMITTEE



Fin

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 21, 2025

SUBJECT: **ANNUAL REVIEW - ENTERPRISE ZONE PROGRAM & TROY TOWNE PARK TIF**

RECOMMENDATION:

That Troy City Council accepts the recommendations of the Tax Incentive Review Council regarding current Enterprise Zone Agreements (EZA) and the Troy Towne Park TIF so that the required annual reports can be filed with the Ohio Department of Development.

BACKGROUND:

The Tax Incentive Review Council (TIRC) met March 21, 2025, to review the current Enterprise Zone Agreements (EZA) and the Troy Towne Park TIF and provide recommendations on the status of each to City Council. The recommendations of the TIRC are attached, and the summary recommendations are:

- The TIRC recommended continuance of the Troy Towne Park TIF Agreement
- There were five active EZA representing three companies as of December 31, 2024
- Four EZA agreements (#33, #34, #35, #37) are in full compliance with their terms and conditions
- One EZA agreement (#36 Arc Abrasives, Inc.) did not meet the EZA requirements last year and the TIRC recommended the project would be terminated if the EZA reported 2024 numbers that were not in compliance of the agreement. In 2024, employment numbers were reported below the full-time employment requirements and were less than when the agreement was established. Termination of the agreement is recommended.
- The TIRC recommended continuance of four active agreements:
 - EZA #33, ConAgra Foods Packaged Foods, LLC
 - EZA #34, ConAgra Foods Packaged Foods, LLC
 - EZA #35, Clopay Building Products Company, Inc.
 - EZA #37, ConAgra Foods Packaged Foods, LLC
- The TIRC recommended termination of one active agreement:
 - EZA #36, Arc Abrasives, Inc.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of acceptance of the recommendations of the Tax Incentive Review Council. So the annual reports can be filed with the Ohio Department of Development without delay to meet the filing requirement, consideration of emergency legislation is requested.

encl.





Exhibit A
Tax Incentive Review Council
Enterprise Zone Agreements
Summary and Review Recommendations
March 21, 2025

Arc Abrasives, Inc. – EZA # 36 (2015 agreement)

Not in compliance with the agreement. The TIRC recommended termination of the agreement.

Clopay Building Products, Inc. – EZA # 35 (2015 agreement)

In compliance with all pledges. The TIRC recommended continuation of the agreement.

ConAgra Foods Packaged Foods, LLC – EZA # 33 (2010 agreement)

In compliance with all pledges. The TIRC recommended continuation of the agreement.

ConAgra Foods Packaged Foods, LLC – EZA # 34 (2012 agreement)

In compliance with all pledges. The TIRC recommended continuation of the agreement.

ConAgra Foods Packaged Foods, LLC – EZA # 37 (2019 agreement)

In compliance with all pledges. The TIRC recommended continuation of the agreement.

Respectfully Submitted

City of Troy Tax Incentive Review Council





MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 24, 2025

SUBJECT: **EMPLOYEE CREATION INCENTIVE PROGRAM**

RECOMMENDATION:

That Troy City Council approve the application to allow an existing company, known as Project Sturgeon, to participate in the Employee Creation Incentive Program (ECIP) as an expansion project pursuant to Ordinance O-22-2020.

BACKGROUND:

Effective March 30, 2020, Ordinance O-22-2020 authorized the creation of the ECIP which is a city-administered payroll withholding rebate program to new or expanding businesses within the industrial, manufacturing and high technology business sector. This incentive is available only to businesses making a significant investment of capital, jobs and employee wealth inside city limits.

An application was received for participation in the ECIP. This expansion project brings 166 new employees along with an annual payroll over \$7MM. The application meets the general standards for the ECIP. The maximum six-year payroll withholding rebate with a maximum annual incentive of \$50,000 is recommended. Based on the payroll projection, the annual rebate should be approximately \$34,000 annually for six years. Should the payroll of this company drop below \$1.25MM from the approved increase in project payroll, the rebate program could be suspended.

REQUESTED ACTION:

Staff recommends approval of the application. It would be appreciated if you would assign to a committee of Council the application to participate in the Employee Creation Incentive Program pursuant to Ordinance O-22-2020.

CC: Mayor Oda



LAW & ORDINANCE COMMITTEE



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 24, 2025

SUBJECT: **LAW ENFORCEMENT VIDEO FOOTAGE FEES - AMENDING PUBLIC RECORDS POLICY AND FEE SCHEDULE LEGISLATION**

RECOMMENDATION:

That Troy City Council amends the Public Records Policy and the Fee Schedule related to law enforcement video footage in accordance with House Bill 315 (HB 315).

BACKGROUND:

HB 315 amended Section 149.43 of the Ohio Revised Code (ORC), allowing law enforcement departments to charge for the actual cost of preparing video records for inspection or production. The law caps this fee at \$75 per hour of video produced, with a maximum charge of \$750. For this particular item, the law allows the cost to include staff time and software expenses related to reviewing, blurring, obscuring, redacting, uploading, and producing video records. The need for this adjustment is partly due to the high volume of body camera footage requests received from around the world for various intents. The Police Department intends to pro rate the hourly cost for requests for small video footage. HB 315 is effective April 9.

In reviewing this, the Law Director advised that the allowed fee needs to be incorporated into the Fee Schedule and into the Public Records Policy, both of which are adopted by Council.

REQUESTED ACTION:

It would be appreciated if you would assign to a committee of Council amending the Fee Schedule to establish the fees permitted by HB 315 and to amend the Public Records Policy to include a provision for Law Enforcement Video Footage Fees. In that the state law change is effective April 9, consideration of emergency legislation is requested to establish the new fee April 9, 2025.





MEMORANDUM

TO: Mr. William Rozell, President of Council

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

DATE: March 27, 2025

SUBJECT: **SEWER USE ORDINANCE AMENDMENTS TO ESTABLISH EXCESSIVE STRENGTH WASTEWATER SURCHARGES FOR CHEMICAL OXYGEN DEMAND (COD), TOTAL SUSPENDED SOLIDS (TSS), AND NITROGEN AMMONIA (NH3); AMENDING FEE SCHEDULE**

RECOMMENDATION:

That Council amends Sections 915.05(e)(2)A., 915.05(s), and 915.09(a) and enacts 915.09(d) of the City's Sewer Use Ordinance to set standards for excessive strength wastewater discharged to the City's sanitary sewer system, and amends the Fee Schedule to include certain associated fees.

BACKGROUND:

Section 915.05(s) of the City of Troy's Sewer Use Ordinance contains language that makes provisions for surcharges to be imposed for any compatible pollutant that is discharged to Publicly Owned Treatment Works (POTW) but the standard does not currently define the concentration that a compatible pollutant would be considered excessive strength, how the concentration should be determined, the fee per pound, and the formula used to calculate surcharges.

The following fees for excessive strength wastewater are recommended to be included in the City of Troy Schedule of Fees, which would be included in the Fee Schedule approved by Council:

COD = \$0.14/lb.

TSS = \$0.22/lb.

NH3 = \$0.49/lb.

For clarification of the standard, staff recommends that the following language be incorporated into Sections 915.05(e)(2)A., 915.05(s), and 915.09(a) and (d) of the City's Sewer Use Ordinance (text added or changed is shown in blue; text to be deleted is crossed out):

915.05 USE OF PUBLIC SEWERS.

(e) Prohibited Discharges. No person shall discharge or cause to be discharged into the POTW any of the following:

(2) Any waste which:

A. Contains more than 500 mg/L of total oil and grease (1) as determined through applicable analytical techniques. Users which exhibit a total oil and grease concentration above 250 mg/L, but acceptable for discharge into the sanitary sewer system shall be subject to a monthly surcharge pursuant to Section ~~915.09~~ 915.05(s);





915.05 USE OF PUBLIC SEWERS.

(s) Surcharges may be imposed by the City for any compatible pollutant discharged to the POTW.

(1) Excessive Strength Surcharge. Beginning January 1, 2026, Users discharging excessive strength compatible pollutants to the sanitary sewer system shall be subject to surcharges as determined by City Council and set forth in the City's fee schedule. An average concentration greater than 600 mg/L for Chemical Oxygen Demand (COD), 240 mg/L for Total Suspended Solids (TSS), 36 mg/L for Nitrogen, Ammonia (NH₃), and 250 mg/L for Total Oil & Grease (O&G) shall be considered excessive strength. Other compatible pollutants shall be subject to a surcharge if the cost of wastewater treatment exceeds that of treating normal domestic sewage.

(2) The concentration of pollutants used for computing surcharges shall be established by waste sampling. Waste sampling shall be performed as often as may be deemed necessary by the Director and binding as a basis for surcharges. If multiple waste samples are taken during a sampling period, the results shall be averaged to determine the concentration that is subject to the surcharge.

(3) Laboratory procedures used to measure the strength of the wastewater for purposes of application of the extra strength surcharges shall be performed as set forth in 40 CFR 136 and section 915.07 (m).

(4) All cost incurred by the City in performing sampling and testing to determine surcharges shall be passed on to the User.

(5) Surcharges shall be calculated using the following formulas:

COD Surcharge = (Average Discharge Concentration/month (mg/L) – 600 mg/L) X 8.34
lbs./gallon X Total Flow (MG) X Fee per pound

TSS Surcharge = (Average Discharge Concentration/month (mg/L) – 240 mg/L) X 8.34
lbs./gallon X Total Flow (MG) X Fee per pound

NH₃ Surcharge = (Average Discharge Concentration/month (mg/L) – 36 mg/L) X 8.34
lbs./gallon X Total Flow (MG) X Fee per pound

O&G Surcharge = (Average Discharge Concentration/month (mg/L) – 250 mg/L) X 8.34
lbs./gallon X Total Flow (MG) X Fee per pound

(6) Surcharges shall be billed on a monthly basis and included in the Users utility bill or by separate billing at the discretion of the Director.

(7) The Director may grant a temporary waiver of surcharge fees if an industry has an approved Ohio EPA permit-to-install to allow for the installation of pretreatment facilities designed to reduce compatible pollutant concentrations in their sanitary sewer discharge. The granting and duration of surcharge fee waivers are at the sole discretion of the Director.

(8) Users shall be subjected to penalties for non-payment of excessive strength surcharges as set forth in the City's Rules and Regulations for Water and Sanitary Sewer Systems and Billing Procedures.

915.09 SCHEDULE OF FEES AND CHARGES FOR INDUSTRIAL PRETREATMENT PROGRAM:

The following fees and charges are hereby established, applicable to Section 915.07(d) and (k) for the purposes of implementing the industrial pretreatment program.

(a) Permit Fees for Major Sanitary Sewer Contributors. Industrial User Wastewater Discharge permit applications, permit reapplications, and general discharge permit applications shall be subject to fees as determined by City Council and set forth in the City's fee schedule.

~~(1) Initial permit application \$150.00~~

~~(2) Permit reapplication 75.00~~

(b) City Monitoring Charges. It is the intent of the pretreatment program that IUs bear the costs of administering such program. Labor, equipment, materials and other costs associated with the monitoring, sampling, analyses, compilation and reporting of such surveillance surveys shall be charged to each IU for their portion of costs incurred by the City in the implementation of the program.





(c) Oil and Grease Surcharge. Users discharging wastewater to the sanitary sewer system with an average monthly total oil and grease concentration greater than 250 mg/L (1) shall be subject to surcharges as determined by City Council.

(1) Oil and grease in excess of 500 mg/L is a prohibited discharge as described in Section 915.05(e) and subject to penalties and/or fines as described in the City's Enforcement Response Plan.

(d) Excessive Strength Surcharges. Industrial Users discharging excessive strength compatible pollutants to the sanitary sewer system shall be subject to surcharges as described in Section 915.05(s).

REQUESTED ACTION

It would be appreciated if you would assign to a Committee of Council consideration of proposed amendments to Sections 915.05(e)(2)A., 915.05(s), and 915.09(a) and enacting 915.09 (d) of the City's Sewer Use Ordinance, and including in the Fee Schedule fees for excessive strength wastewater.





Patrick E. J. Titterington
Director of Public Service & Safety
Phone: (937) 335-1725
Patrick.Titterington@TroyOhio.gov

MEMORANDUM

TO: Mr. William Rozell, President of Council

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

DATE: March 28, 2025

SUBJECT: **ACCEPTANCE OF STORM SEWER, SANITARY SEWER AND BIKE PATH EASEMENTS FOR THE NORTH SCHOOL ALONG TRADE SQUARE WEST**

RECOMMENDATION:

That Council accepts the storm, sanitary and bike path easements for the North School and authorizes the Director of Public Service and Safety to execute any related documents.

BACKGROUND:

As a part of the Troy City Schools redeveloping the Hook Elementary School/North School site, the lots were replatted into a single lot. While the replat is an administrative item accepted by the City Engineer, Council is required to accept the storm, sanitary and bike path easements.

Staff reviewed the development; it was determined there is a need for easements to accommodate the existing utilities and amenities from any future development. Staff is requesting Council's acceptance of these easements. The easements are shown on the attached replat map.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing acceptance of the storm sewer, sanitary sewer, and bike path easements for the North School and authorizing the Director of Public Service and Safety to execute any documents related to the easements.

encl.



BOARD OF EDUCATION REPLAT

VOLUME _____, PAGE _____
MIAMI COUNTY RECORDER'S RECORD OF PLATS

O.L. 420, O.L. 421, PT. O.L. 436
INLOT
5N TOWN 6E RANGE
16 & 17 SECTION CONCORD TOWNSHIP TROY CITY MIAMI, OHIO COUNTY



LEGEND

- I.P.F. IRON PIN FOUND
- ⊙ I.P.F. IRON PIPE FOUND
- ||||| EXISTING CORP LIMITS

FEE \$ _____

MIAMI COUNTY RECORDER BY DEPUTY RECORDER

MIAMI COUNTY AUDITOR
APPROVED AND TRANSFERRED _____, 20__.

MIAMI COUNTY AUDITOR BY DEPUTY AUDITOR

CITY OF TROY ENGINEER

THIS PLAT WAS INSPECTED AND APPROVED BY
US THIS ____ DAY OF _____, 20__.

JILLIAN A. RHOADES, P.E.

CITY OF TROY COUNCIL

AT A MEETING OF THE COUNCIL OF THE CITY OF TROY, OHIO, HELD
THIS ____ DAY OF _____, 20__, THIS PLAT WAS
APPROVED BY ORDINANCE NO. 0-____-20__, EFFECTIVE _____, 20__.

MAYOR PRESIDENT OF COUNCIL CLERK OF COUNCIL

PLAT AUTHORIZATION AND DEDICATION

WE, THE UNDERSIGNED, BEING THE OWNERS OF THE LAND INCLUDED WITHIN THIS PLAT
HAVE CAUSED THE AREA LOCATED IN THE CITY OF TROY, OHIO ENCOMPASSED BY
THIS PLAT, TO BE SURVEYED, PLATTED, AND KNOWN AS BOARD OF EDUCATION
REPLAT. FURTHERMORE, WE DEDICATE THE EASEMENTS AS SHOWN ON THIS PLAT TO
THE PUBLIC USE FOREVER.

OWNER: TROY CITY SCHOOL DISTRICT BOARD OF EDUCATION

SIGNATURE: _____ PRINTED: _____

TITLE: _____ DATE: _____

STATE OF _____

COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS ____ DAY
OF _____, 20__, BY _____.

NOTARY PUBLIC _____

SURVEY REFERENCE
LOT SURVEY 10, PG. 62
LOT SURVEY 24, PG. 82
LAND SURVEY 63, PG. 3
REC. P.B. 6, PG. 84
REC. P.B. 6, PG. 89
REC. P.B. 8, PG. 37
REC. P.B. 8, PG. 38
REC. P.B. 8, PG. 39
REC. P.B. 9, PG. 48
REC. P.B. 10, PG. 31
REC. P.B. 21, PG. 47
REC. P.B. 27, PG. 26
REC. P.B. 31, PG. 14

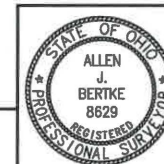
BEING A REPLAT OF INLOT 11841 AND BEING OWNED BY THE TROY CITY
SCHOOL DISTRICT BOARD OF EDUCATION IN OFFICIAL RECORD
2025-00531. THE INTENT OF THE REPLAT IS TO CREATE NEW EASEMENTS
ACROSS THE LOT AS SHOWN. THE 80' EASEMENT ALONG THE NORTH
PROPERTY IS FOR CITY OF TROY SANITARY AND STORM SEWER ONLY.

SURVEY CERTIFICATION

I HEREBY CERTIFY THAT THIS REPLAT WAS
PREPARED IN ACCORDANCE WITH OHIO
ADMINISTRATIVE CODE CHAPTER 4733-37.

ALLEN J. BERTKE, P.S. #8629

DATE



PREPARED BY:

ChoiceOne
Engineering

SIDNEY, OHIO 937.497.0200
LOVELAND, OHIO 913.239.8554

www.CHOICEONEENGINEERING.com

DATE:

02-25-2025

DRAWN BY:

AJB

JOB NUMBER:

MIATRO2410

SHEET NUMBER

1 OF 1

CURVE DATA				
CURVE	RADIUS	Δ	LENGTH	CHORD
CI	299.97'	06°28'21"	33.89'	33.87'
				N03°14'36"W

PERSONNEL COMMITTEE



To: Mr. William Rozell, President of Council

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

Date: March 28, 2025

Subject: **REQUEST TO EMPLOY ADDITIONAL PROJECT MANAGER**

RECOMMENDATION:

That City Council authorize the creation of a second Engineering Department Project Manager position at Grade 9, due to the significant increase in projects budgeted and scheduled in the 2025-2029 Capital Investment Plan (CIP) and beyond. Consideration of emergency legislation is requested to enable recruitment in advance of the 2025 heavy construction season.

BACKGROUND:

City Council approved an \$86 million budget for 2025, which includes over \$36 million in capital investments. This follows a 2024 capital investment budget of over \$15.7 million. While some of 2024 program has been carried over into 2025, the 5-year CIP forecasts spending of nearly \$78.5 million. Much of that spending will consist of reconstruction, new facilities, and renovations to existing roads and other infrastructure.

For over two decades, the City has employed three Engineering Technicians and one Project Manager. The workloads of those four staff members have grown significantly, with added high profile programs such as stormwater management, riverway projects, and an almost doubling of the annual road repaving program. In the next five years, a sampling of very complicated and significant projects includes:

Downtown streetscapes
Water and sewer master plans
West Main Street and Experiment Farm road intersection reconstruction
Adams Street roundabout
New facilities for Park Maintenance and the Police Range
Low Dam/Crawford Street/Herrlinger Park

While the City has, at least in recent history, contracted with outside engineering firms to provide construction project management, those services are no longer prevalent given the workloads of those firms. Staff has determined that Troy's need for additional project management will be an ongoing challenge unless an employee is hired and managed internally.

The current salary schedule for Project Manager is set at Grade 8. However, this position will be not only focused on capital project management but also managing engineering and other consultant studies, as well as design/build, traditional and construction manager at risk projects.

Additionally, the Project Manager will supervise and manage the Engineering Technicians, as well as assisting with creating policies, standards and GIS utilization in support of expanding the City's workflow performance software and tracking. Finally, this position will perform administrative functions such as the review and authorization of payments and the oversight of private developments, which includes subdivisions and commercial/industrial projects. For those reasons, as part of City Council's authorization of this position, a grade change from 8 to 9 is also recommended.



Funding this position for the remainder of 2025 and beyond will be monitored and may include a budget adjustment in a future mid-year reappropriation ordinance. Funding is recommended to be split equally between the General, Water, Sewer, and Stormwater Funds.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of the creation of a second Engineering Department Project Manager position at Grade 9, due to the significant increase in projects budgeted and scheduled in the 2025-2029 Capital Investment Plan (CIP) and beyond, as well as recognition of the supervisory level of duties to be assigned as outlined above. Consideration of emergency legislation is requested to enable recruitment in advance of the 2025 heavy construction season.

**RECREATION &
PARKS COMMITTEE**



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

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 28, 2025

SUBJECT: **AUTHORIZE THE GUARANTEED MAXIMUM PRICE WITH BRUMBAUGH CONSTRUCTION INC. FOR THE DESIGN-BUILD FOR THE NEW PARK MAINTENANCE BUILDING PROJECT**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to accept the Guaranteed Maximum Price (GMP) for the construction of the Park Maintenance Building Project by Brumbaugh Construction Inc. of Arcanum, Ohio, following the Ohio Revised Code (ORC) process of Design-Build (D-B) for this project. This construction portion of the contract would be authorized in the amount of \$1,300,000.

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.

By approval of Resolution No. R-10-2024, Council authorized the first step of the process, which was advertising for the design/construction of the new building. By approval of Resolution No. R-60-2024, Council authorized a D-B contract with Brumbaugh Construction, Inc of Arcanum, Ohio, and authorized \$525,000 to pay for design and initial construction costs, as well as the steel structure, for the Park Maintenance Building Project. This project has now reached the point of requesting Council's final authorization for the D-B contract.

The design team working with staff has proceeded through design with the D-B firm and has reached a Guaranteed Maximum Price (GMP) of \$1,825,000. Subtracting the \$525,000 previously authorized leaves an amount of \$1,300,000 to be authorized. The 2025 Budget includes \$1,200,000 from the Park and Recreation Capital Improvement Fund Budget (Fund 228). This additional amount can be encumbered from the appropriation of Fund 228.

So that the construction can proceed as quickly as possible, and to hopefully have construction completed in 2025, consideration of emergency legislation is requested.

REQUESTED ACTION:

It would be appreciated if Council authorizes the Director of Public Service and Safety to accept the Guaranteed Maximum Price (GMP) for the construction of the Park Maintenance Building Project by Brumbaugh Construction Inc. of Arcanum, Ohio, following the Ohio Revised Code (ORC) process of Design-Build for this project. This construction portion of the contract would be authorized in the amount of \$1,300,000. As noted above, consideration of emergency legislation is requested.



STREETS & SIDEWALKS COMMITTEE

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: March 25, 2025

SUBJECT: **BIDDING AUTHORIZATION – 2024 SIDEWALK REPAIR PROGRAM (PHASE 16)**

RECOMMENDATION:

That the Director of Public Service and Safety is authorized to advertise for bids and enter into a contract for the 2024 Sidewalk Repair Program (Phase 16) at a total cost not to exceed \$298,220.

BACKGROUND

Following Council's approval of the Resolution of Necessity regarding the repair/replacement for Phase 16 of the Sidewalk Repair Program, property owners received notice that the City would contract for the permits not obtained by February 14, 2025. Of the 19 parcels in Phase 16, the owners of 11 parcels did not obtain permits. Phase 16 has been generally identified as parcels along West Main Street from Carriage Crossing Way to Marybill Drive, parcels along Troy Town Drive, and also ADA ramps in the Carriage Crossing Subdivision. Any remaining funds will be used to improve ADA ramps throughout the city. The City Engineer estimates that the current work to be performed under the City's contract will not exceed \$298,220, which is less than the \$300,000 included in the Capital Improvement Fund (Fund 441) Budget for this project.

PROCEDURE FOR SIDEWALK PROGRAM

Following the bidding/contracting/completion of the sidewalk repair program, property owners may pay the City for their share of the project. For those that do not make payment, the work will be assessed to the taxes as necessary to be paid over a five-year period.

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 2024 Sidewalk Repair Program (Phase 16) at a total cost not to exceed \$298,220.



