



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

MONDAY, SEPTEMBER 14, 2026, 6:00 PM

Community & Economic Development Committee

(Snee [Chm.], Hickman, Twiss)

1. Provide a recommendation to Council regarding repealing the moratorium regarding Automobile Fuel Dispensing Stations and Automobile Service Stations. With the approval of Ordinance No. O-34-2026, consideration of emergency legislation is requested.

Finance Committee

(Severt [Chm.], Whidden, Westfall)

1. Provide a recommendation to Council regarding amending Resolution No. R-36-2025, increasing the agreement w/GovConnections, Inc. dba Connections, of Merrimack, New Hampshire, from \$100,000 to \$115,000 per year to add a new component related to cyber security. Consideration of emergency legislation is requested as the pricing increases after September 2026.
2. Provide a recommendation to Council regarding a grant application for the demolition of the structure at 330 S. Crawford Street if the structure does not sell on GovDeals. Consideration of emergency legislation is requested due to the grant application deadline of October 15.

Law & Ordinance Committee

(Schilling [Chm.], Marshall, Twiss)

1. Provide a recommendation to Council regarding amending Section 1307.99 of the Codified Ordinances of the City of Troy, Ohio to expand the enforcement mechanisms available for violations of the Property Maintenance Code.

Safety & Health Committee

(Twiss [Chm.], Severt, Phillips)

1. Provide a recommendation to Council regarding authorizing the Director of Public Service and Safety to enter into a grant agreement with the U.S. Department of Housing and Urban Development for the FY26 Economic Development Initiative Community Project Funding and to execute all associated agreements and related documents necessary to administer the grant.
2. Provide a recommendation to Council regarding approval of the updated 2026 Emergency Operations Plan (EOP).

Streets & Sidewalks Committee

(Phillips [Chm.], Schilling, Marshall)

1. Provide a recommendation to Council regarding amending Resolution No. R-25-2026, to increase the authorization for the Downtown Safety/Streetscape Renovation Project to a cost not to exceed \$13,000,000. Consideration of emergency legislation is requested so the contract can be awarded to the low bidder.

Other Committees/items may be added

9-11-2026

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

**COMMUNITY &
ECONOMIC DEVELOPMENT
COMMITTEE**



Patrick E. J. Titterington
Director of Public Service & Safety
937-335-1725
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MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: **AMENDING ORDINANCE NO. O-29-2026 TO END THE MORATORIUM RELATED TO AUTOMOBILE FUEL DISPENSING STATIONS AND AUTOMOBILE SERVICE STATIONS**

RECOMMENDATION:

That Council amends Ordinance No. O-29-2026 to end the moratorium of Automobile Fuel Dispensing Stations and Automobile Service Stations in light of Council adopting Ordinance No. O-34-2026.

BACKGROUND:

At the September 8, 2026 meeting of Troy City Council, Ordinance No. O-34-2026 was adopted, which amended Ordinance Sections 1133 and 1151 related to Automobile Fuel Dispensing Stations and Automobile Service Stations. To avoid any legislative conflict, it would be appropriate for Council to consider amending the provisions of Ordinance No. O-29-2026, adopted on July 6, 2026, that established a moratorium on new applications for Automobile Fuel Dispensing Stations and Automobile Service Stations. Further, as Ordinance No. O-34-2026 was approved as an emergency measure, the amending of Ordinance No. O-29-2026 should also be considered as an emergency measure.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council consideration of amending Ordinance No. O-29-2026 as discussed herein.



FINANCE COMMITTEE

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: **AUTHORIZE ADDITIONAL FUNDING RELATED TO CYBER SECURITY**

RECOMMENDATION:

That Council authorizes an increase in the authorization for the agreement with GovConnections, Inc. related to cyber security.

BACKGROUND:

In 2025, Council authorized a three-year agreement with GovConnections, Inc., dba Connection, of Merrimack, New Hampshire at a cost of \$100,000 per year commencing October of 2025 for various hardware and software services related to cyber security.

Part of the City's cyber security program is to keep software updated/patched to fix known vulnerabilities, thereby reducing our risk of a compromise. Currently, IT staff work off a list of detected vulnerabilities but have to update the various pieces of risky software on an individual basis, one-by-one, on each individual computer. This is a never-ending effort and staff is always behind due the number of vulnerabilities at any given time. GovConnections, Inc. has offered the City an additional product that would allow staff to install updates by simply deploying them to the affected computers. It all happens in the background and greatly reduces the number of risks in computer systems. It is estimated that this new product would fix approximately 73% of the active vulnerabilities in our systems. It would cost an additional \$15,000 per year to add this product to the agreement with GovConnections, Inc. for the remaining two years of the agreement. This pricing is confirmed through the end of September.

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 an amended agreement with GovConnections, Inc., dba Connection, of Merrimack, New Hampshire at a cost not to exceed \$115,000 per year. In order to secure the pricing and execute an amended agreement by the end of September, consideration of emergency legislation is requested.



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: *AUTHORIZING APPLICATION FOR THE OHIO DEPARTMENT OF DEVELOPMENT'S BUILDING DEMOLITION AND SITE REVITALIZATION PROGRAM*

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to execute and file grant applications through the Ohio Department of Development's Building Demolition and Site Revitalization Grant Program for the demolition of the structure located at 330 S. Crawford Street.

BACKGROUND:

The City of Troy is seeking funding through the Ohio Department of Development's Building Demolition and Site Revitalization Program for the city-owned structure located at 330 S. Crawford Street.

The property will be placed on GovDeals to provide an opportunity for the existing structure to be sold and put back into productive use. The City intends to pursue demolition through the site revitalization grant only if the property does not sell through the GovDeals process.

If the property remains unsold, grant funding would be pursued to assist with the demolition of the existing structure and preparation of the site for future improvements associated with Herrlinger Park. Removal of the structure would allow the property to be incorporated into the City's plans for the park and could provide additional opportunities for recreational, open-space, pedestrian, landscaping, and other public improvements.

The proposed approach allows the City to first determine whether there is viable private sector use for the property before utilizing public grant funding for demolition.

As the grant application deadline is October 15, consideration of emergency legislation is requested.

REQUESTED ACTION:

It would be appreciated if you would assign a Committee of Council for consideration authorizing the Director of Public Service and Safety to execute and file grant applications to the Ohio Department of Development's Building Demolition and Site Revitalization Program for the removal of the structure at 330 S. Crawford Street only if the property does not sell through the City's GovDeals sale process. Emergency legislation is requested due to the timing of application.



LAW & ORDINANCE COMMITTEE



MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: **Property Maintenance Administrative Fines**

RECOMMENDATION:

That Council amends Section 1307.99 of the Troy Codified Ordinances to permit the option of civil penalties.

BACKGROUND:

City staff have identified a need to amend Section 1307.99 of the Troy Codified Ordinances to expand the enforcement mechanisms available for violations of the Property Maintenance Code. Currently, enforcement actions are primarily addressed through criminal misdemeanor citations or informal compliance requests. While these tools can be effective in certain circumstances, they are often time-consuming and may not provide the most efficient path toward timely compliance.

Many municipalities have implemented civil penalties as an additional enforcement mechanism. Administrative fines allow the City to address violations through administrative procedures rather than criminal prosecution, which can reduce court burden and provide a more flexible enforcement framework. Establishing an administrative fine structure will allow the City to encourage compliance while maintaining proportional and predictable consequences for violations.

See below proposed changes. Additions to code text have been identified in red.

1307.99 PENALTY.

- a) Whoever violates any provisions of this chapter, including the Housing Code adopted by reference, or fails to comply with any of the requirements thereof or erects, constructs, alters or repairs a building, structure or associated service equipment in violation of an approved plan or directive of the Code official or of a permit or certificate issued under the provisions of this code, **shall be in violation of this ordinance and subject to a administrative fine each day the violation exists** or shall upon conviction thereof, be guilty of a misdemeanor of the third degree. For any subsequent violations in a 24-month period, whoever violates any provisions of this chapter, including the Housing Code adopted by reference, shall be guilty of a misdemeanor of the second-degree subject to a maximum fine of seven hundred and fifty dollars (\$750.00). Each day that a violation continues after due notice has been served, in accordance with the terms and provisions hereof, and without positive action by the owner to correct the illegal action, shall be deemed a separate offense.
- b) **The Code Official may, as an alternative to criminal prosecution, cite a person who violates any provision of the Housing Code or fails to obey any lawful order of the Code Official issued in pursuit**





of conformity to this Code, for a administrative fine in the amount of seventy-five dollars (\$75.00) for the first citation and two hundred and fifty dollars (\$250.00) for all subsequent citations within a three (3) year period. A person may not be cited for an administrative fine if that person is charged with a misdemeanor under section 1307.99 of this chapter for the same offense. A civil penalty may not be assessed under this subsection unless the Code Official first issues a Notice of Violation to the property owner identifying the violation and providing a reasonable period of time within which to correct it, which shall be no less than seven (7) days from delivery of the Notice of Violation. If the property owner fails to achieve compliance within the time period stated in the Notice of Violation, the Code Official may then issue a Notice of Civil Penalty imposing the administrative fine, which shall be subject to the appeal process set forth in subsection (b)(6).

1. If any recipient of an administrative fine fails to pay said fine within the time set forth to do so, the Code Official shall notify the Fiscal Manager. In addition to the administrative fine, an interest rate equal to the current rate of interest charged by the City on special assessments shall be imposed for the life of the administrative fine, added to the administrative penalty, and collected as provided in this section. The Fiscal Manager may certify the administrative fine to the County Auditor to enter said amount on the tax duplicate of the County as a special assessment against the person's real estate at issue, or pursue legal action to collect the fine, interest and costs of collection.
2. Money collected under subsections b) and b) 1. hereof shall be deposited into the City's General Fund.
3. The Notice of Administrative Fine shall be served in a manor prescribed by sections 109.4 and 109.4.1 of the 2024 edition of the International Property Maintenance Code. The Notice of Civil Penalty must include:
 - a. State the date that the Notice of Civil Penalty is issued;
 - b. Identify the offending property owner being charged if known to the Code Official;
 - c. Indicate the offense charged, the amount of the civil fine for the offense, the date of the offense, and the location of the offense;
 - d. State that, separate and apart from the administrative fine, the City retains the right to abate the violation, and that any costs incurred by the City in abating the violation shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate;
 - e. Be signed and attested to by the issuing officer or employee; AND
 - f. State the offender has a right to appeal as established by subsection (b)(6) of this section.
4. Each day a property is in violation constitutes a separate offense and may be subject to a separate administrative fine.
5. Nothing in this section limits the City's ability to pursue additional remedies in law or in equity to abate a violation. The City may, in addition to the administrative fine, pursue any available remedies including injunctions, restraining orders, damages or criminal charges.





6. Appeal of Administrative Fine. A property owner who is dissatisfied with the assessment of an administrative fine under this section may appeal as follows:
- The property owner may file a written notice of appeal with the City of Troy Board of Zoning Appeals within ten (10) days of the date of the Notice of Administrative Fine, stating the grounds for the appeal.
 - All appeals shall be heard by the City of Troy Board of Zoning Appeals, in accordance with its established rules of procedure.
 - The Board of Zoning Appeals shall conduct a hearing at which the property owner may present evidence and testimony, and shall issue a written decision affirming, modifying, or vacating the administrative fine within thirty (30) days of the hearing.
 - The timely filing of a notice of appeal shall stay collection of the administrative fine, and the filing of any related lien or special assessment, pending the Board of Zoning Appeals' final decision.
 - The decision of the Board of Zoning Appeals shall constitute a final administrative order of the City, subject to further appeal to the Miami County Court of Common Pleas in accordance with R.C. Chapter 2506.
7. Abatement of Violation. The City's authority to abate a violation is separate and independent from, and is not conditioned upon, the assessment of an administrative fine under this subsection. The assessment of an administrative fine shall not be a prerequisite to, nor preclude, the City's abatement of a violation, and the City may abate a violation whether or not an administrative fine has been, or is later, assessed for the same violation. The costs incurred by the City in abating a violation, together with an Administrative Fee of One-hundred dollars (\$100.00), shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council to approve the proposed amendments to Section 1307.99 of the Troy Codified Ordinances.



SAFETY & HEALTH COMMITTEE

MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: **AUTHORIZATION FOR ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FY 2026 ECONOMIC DEVELOPMENT INITIATIVE COMMUNITY PROJECT FUNDING – CITY OF TROY GREAT MIAMI RIVER RECREATION CONNECTIVITY PROJECT**

RECOMMENDATION:

That Council authorizes the Director of Public Service and Safety to enter into an agreement with the U.S. Department of Housing and Urban Development (HUD) and to execute all associated agreements and related documents necessary to administer the Fiscal Year (FY) 2026 Economic Development Initiative (EDI) Community Project Funding (CPF) grant.

BACKGROUND:

In 2025, the City of Troy applied for \$2,700,689.28 through HUD's FY 2026 Economic Development Initiative Community Project Funding program to support the Great Miami River Recreation Connectivity Project. On April 28, 2026, the City was notified that the project had received a partial award of \$1,000,000.

The \$1,000,000 grant will support eligible components of the Great Miami River Recreation Connectivity Project, including construction of a River Plaza watercraft launching area connected to the future downtown river recreational trail. This concept could serve as the next step in extending this trail eastward, supporting the southeast area including future redevelopment of the Spinnaker and Van Cleve sites and eventually connecting to the main trail system near the Broadford Bridge area. Grant funds will be provided on a reimbursement basis. A 2027 allocation will be requested in Fund 441 to begin design engineering to support this future construction appropriations.

REQUESTED ACTION:

It would be appreciated if you would assign this matter to a Committee of Council for consideration of legislation authorizing the Director of Public Service and Safety to enter into a grant agreement with the U.S. Department of Housing and Urban Development for the FY26 Economic Development Initiative Community Project Funding and to execute all associated agreements and related documents necessary to administer the grant.





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MEMORANDUM

TO: Mr. Rozell, President of Council

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

DATE: September 3, 2026

SUBJECT: ***Adoption of 2027 Emergency Operations Plan***

RECOMMENDATION:

That Council authorizes the ordinance adopting the 2027 Emergency Operations Plan.

BACKGROUND:

The City of Troy maintains an Emergency Operations Plan and an All Hazards Manual. The All Hazards Manual is specific to the Police Department and is a requirement of CALEA certification. These documents are reviewed, revised, and updated every three years. The documents include various incident information, contacts, procedures and protocols.

Items that have been changed from the 2024 edition of the Emergency Operations Plans include:

- Wordsmithing throughout the document
- Staffing updates throughout the document
- Fax numbers removed from all departments (excluding Police Department)
- Added a new tab titled "Mass Communications Systems" that includes the processes for IPAWS and CodeRed services
- Added general phone number for the Fire Department to reflect phone operations
- Updated Park Department address to new Park Maintenance Facility building
- Added address and phone number for the Law Director
- Added contractors for emergency services if necessary
- Removed Bruckner Park and added the passive green space parks

REQUESTED ACTION:

It would be appreciated if you would assign to a Committee of Council authorizing the approval of the 2027 Emergency Operations Plan.



**STREETS &
SIDEWALKS
COMMITTEE**



S+S

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MEMORANDUM

TO: Mr. William Rozell, President of Council

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

DATE: September 9, 2026

SUBJECT: **REQUEST TO INCREASE AUTHORIZATION – AWARD CONTRACT FOR THE DOWNTOWN SAFETY/STREETSCAPE RENOVATION PROJECT**

RECOMMENDATION:

That Troy City Council increases the authorization for the Downtown Safety/Streetscape Renovation Project to \$13,000,000 so that a contract can be awarded to Double Jay Construction, Inc., the lowest bidder on the project.

BACKGROUND:

The Downtown Safety/Streetscape Renovation Project bid opening occurred on Wednesday September 2, 2026. Two bids were received and the low bid was from Double Jay Construction, Inc. in the amount of \$12,188,988. Per Resolution R-25-2026, Council authorized \$12,000,000 for the construction of this project. In accordance with Ohio Revised Code Section 153.12, a contract can be awarded if it is within 20% of the Engineer's Estimate, which is \$11,150,000. That range would be \$8.92M - \$13.38M. The low bid is within the 20% of the Engineer's Estimate, although over Council's authorization.

Due to the complexity of the project, several items contributed to the overage of the bid including but not limited to quadrant seat walls, central island landscaping, repainting of the existing light poles, and crash rated items. Staff is requesting an increased authorization of \$1,000,000, for a total of \$13,000,000, which should include some contingency.

In order to minimize the use of the additional funds, staff will be working with the contractor to reduce the project total cost through value engineering. Staff is also working with the low bidder to review the sequence of construction to minimize the construction seasons of disruption. Because of the timing and the contractor wanting to begin construction as soon as possible, consideration of emergency legislation is requested.

REQUESTED ACTION

It would be appreciated if you would assign to a Committee of Council consideration of amending Resolution No. R-25-2026, to increase the authorization for the Downtown Safety/Streetscape Renovation Project to a cost not to exceed \$13,000,000.

