

At 5:30 p.m., Mayor Condrey called the City Council Meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL

City Council Members present: R. Muterspaw, T. Moon, Z. Ferrell, N. Condrey, M. Nenni.

**PUBLIC HEARING
FY 2022-23 CDBG
Annual Action Plan**

Mindy Mueller, Community Development Professionals presented the draft FY 2022-23 CDBG Annual Action Plan for Middletown, Ohio which includes the recommended 2022-23 budget for the Community Development Block Grant (CDBG) funds. She explained that the community development block grant period that will start May 1st and run through April of next year. Every year, Middletown receives an annual allocation of funds from HUD to be used for community development activities. The funds have to align to any City plan that's been put into place as well as HUD's purpose, which is to create strong, sustainable, inclusive communities and affordable housing. CDBG can be used for a wide range of community development needs. The expected award for 2023 is \$675,975. The City also receives an allocation of what's called HOME funds which are specifically to create affordable housing. The expected amount for this next year is \$326,505.

CDBG Funds

Ms. Mueller explained that the United States Department of Housing and Urban Development (HUD) gives Community Development Block Grant (CDBG) funds and every activity or program funded with CDBG funds must benefit low- and moderate-income households, prevent slum or blight and address urgent community needs. Not less than 70% must be spent to benefit low- and moderate-income persons.

HOME Funds

Ms. Mueller explained that HOME funds are a separate allocation of funds that come from HUD but go to Butler County. The City of Middletown is in a consortium with Butler County and those funds come through Butler County and out to the Middletown community. Those funds focus on affordable housing activities, including owner occupied housing assistance, home buyers' acquisition, rehab and construction of rental housing and tenant-based rental assistance. All HOME dollars have to benefit low- and moderate-income households. We have a five-year planning process for these funds. The last plan developed was in 2020 and covers the 2020 to 2025 period. This is year three of that action plan. HUD requires that we hold a public hearing and invite citizen participation. We also have focus groups and hold interviews to receive citizen feedback. All of the written and oral comments we receive are provided to HUD.

**Consolidated Plan
Priorities**

Ms. Mueller reviewed the Consolidated Plan priorities.

Housing Activities

- Down payment assistance (convert renters to homeowners)
- Incentivize work/live households
- Repairs/rehab for existing homeowners
- Competitive housing stock

Workforce Development

Fair Housing activities

Youth activities/centers

Social services

- Mental health
- Substance use disorder treatment

Removal of blight

Street resurfacing/beautification/park improvements

Focus on LMI Neighborhood(s)

The requests for proposals were advertised and disseminated – Nov 7 & 14, 2021 and due back by January 7, 2022. There were nine subrecipient proposals received totaling \$587,440.

CBI (workforce dev)	\$40,000
CBI (youth)	\$63,500
HOME	\$7,500
PWC	\$50,000
Legal Aid	\$15,000
SELF	\$20,000
Central Connections	\$75,000
Freya's Hen House	\$212,300
3 R Development	\$104,140

The 7 recommended activities for 2022 are:

- Focus on LMI Neighborhood(s)
 - Continue emergency home repair
 - SELF \$20,000
 - PWC \$50,000
- Support for affordable housing (HOME funds = \$294,505)
 - TBD \$298,280
- Continue fair housing activities
 - HOME \$7,500

- Legal Aid \$15,000
- Community youth activities
 - CBI \$35,000
- Workforce development
 - CBI \$40,000

BUDGET

2022 Annual Action Plan CDBG Budget

Emergency Repair Assistance (SELF/PWC)	\$70,000
Affordable Housing Development	\$298,280
Fair Housing (H.O.M.E./Legal Aid)	\$22,500
Community Center Activities	\$35,000
Workforce Development (CBI)	\$40,000
Public Facilities (Central Connections)	\$75,000
Administration	<u>\$135,195</u>
	TOTAL =\$675,975
Downpayment Ass't (HOME)	\$294,505
Administration (HOME)	\$32,000

Ms. Mueller explained that the one of the projects that was not recommended to move forward was 3R Development. 3R Development's application too broad, they did not include specific ideas about how those funds would be allocated. It was more of a general request for funding for a lot of the different programs that they hoped to put into place. We felt like CBI was a stronger proposal and more specific and it would have been duplicative to have funded both of those. Their request also exceeded the threshold percentage of the CDBG funds that can be used for public services.

Ms. Mueller explained that Freya's Hen House was also not recommended for funding because HUD requires that the application contain certain things and the required documents were not received. We are working with them to develop the infrastructure of the non- profit.

At 5:43 p.m. Mayor Condrey opened the public hearing and asked for those who wished to speak in favor of the proposed Action CDBG Annual Action Plan the Draft Fiscal Year 2022-23. Hearing none, she called for those to speak in opposition. Hearing none, she closed the public hearing at 5:44 p.m.

CITIZEN COMMENTS

Jeff Payne

Jeff Payne, Executive Director for Downtown Middletown Inc, 1050 Central Avenue, Middletown, Ohio stated that in 2021 the DMI Board of Directors, our committees, partnering organizations and many volunteers hosted many events that were free and open to the public and these brought in nearly 12, 000 people downtown. I want to go on record to note that DMI was and is a supporter of the 2021 Holiday Whopla event. DMI provided support in a number of ways. We provided access to our web page, media support and financial support. The DMI board supported this event because its purpose was consistent with one of DMI's primary objectives of making our downtown a destination. We believe that any event that brings people into our downtown creates an opportunity for our businesses to make money and our City to succeed. Thank you.

Kathy Stites

Kathy Stites, 374 Yankee Road, Monroe, Ohio announced the Middletown Spring Blast Soccer Tournament would be held on March 19th and 20th. This year we have 184 teams coming to town bringing about 7,000 visitors to our town that weekend. The economic impact to the area is expected to be \$1.6M. We are very excited to have all of our teams coming back. I wanted to come here and make sure Council was aware of it.

Gary Ratliff

Gary Ratliff, Clinical Director at the Mindful Healing Center which is part of Freya Enterprises, 1215 First Avenue, Middletown, Ohio stated that he is an independently licensed social worker and chemical dependency counselor. I'm here to speak on Jessica and Erica's behalf as well as our agency's behalf. I recently became aware that Freya's Hen House would not be recommended for review by City Council today for the Community Development Block Grant. I was curious why our application was overlooked and some of that was answered today. I'm a clinical director, I don't do money, that's not my forte. I do clinical interventions to help people get clean and change their lives. Some of you know we started a non-profit business based out of Middletown that offers mental health and substance use services and we also started a non-profit that helps house those clients within that treatment center. That helps house most of our clients otherwise they would be homeless. This is imperative to the effectiveness of our clinical interventions provided and the progress of these individuals. We have agreed to offer our building, management staff and volunteers to the warming center as a sign of good faith in hopes to work with the City moving forward. To my surprise we are still being met with resistance. We have purchased four buildings in Middletown that have been run down for years. We have spent hundreds of thousands of our own dollars, foregoing paychecks for three years. You will never find owners with more dedication in this industry than us. You will never find owners that generally care about the community and our vision as much as Jessica and Erica. I will personally vouch for the services we offer and are needed in the community and are uniquely important to battling homelessness, crime, poverty and transgenerational curses without a holistic approach. Clinical efforts are ineffective. We're asking for this money to fund

our mission, our vision and what we are trying to do. Most importantly for what we are trying to do with the substance use, mental health and the other things that we're working on. You know there is a great need in the community and there's a huge need for our holistic approach. Giving someone who experiences homelessness the house is not going to fix the problem. Giving someone money is not going to fix their issues, they need to get to the core of what their problems are. The three-minute time limit was reached.

Karen Flagle

Karen Flagle, 5010 Oakview Drive, Middletown Ohio read some of the positive comments about Holiday Whopla from Facebook. There were over 1,200 positive comments. I think you all did a great job for the downtown area and City it was nice to see the lights and people downtown. I hope and pray that next year it just grows bigger and more. I think it's wonderful i wish there was a way to keep the ice rink year around. Thank you for your hard work and desire to help Middletown be something positive and fun. It was great. Merry Christmas to you all. Thanks for bringing such a magical, fun experience to Middletown this year. We all enjoyed it. You did a great and wonderful job bringing people to the downtown area. Thank you to all who were involved. My kids absolutely loved this, thank you. So much work has gone into this event. I'm beyond grateful for those who believe in our community. Keep up the good work and hopefully you have plans to expand next year. This is one of the nicest things that's happened in our City in quite a while. Looks like it's been a huge success. We came from out of town to enjoy this with our grandkids. Such a fun time. Ms. Flagle commented that she has been a resident of Middletown for 55 years. Her late husband was born and raised here and had a business here for over 50 years. We had four kids attend Middletown schools and we were always proud to say Middletown was home as was everybody in Middletown back then. After working on the Holiday Whopla, I see that it's time to stop talking about the old Middletown and start talking about the new Middletown. I truly believe that the Holiday Whopla was a great start to a new Middletown. Thank you.

Chris Kringle

Chris Kringle, North Pole stated that he was sent here tonight by my good friend Rusty Holland who lives at 6675 Franklin Madison Road, Middletown, Ohio. He likes Christmas just as much as I do. I had the privilege of witnessing the magic of the holidays right here in Middletown this past November and December. I was extremely impressed with the holiday spirit the City shared with its citizens as well as those visiting from out of town. Middletown is truly a Christmas city with all the fabulous lights, holiday activities and the beautiful ice rink bringing friends and families together, making lasting memories and sharing in the joy of the season. I deeply enjoyed talking with the children and their families when they came to get pictures with me at the Middletown Holiday Whopla. It warmed my heart to see all of the smiling faces on the ice skaters at the Whopla ice rink. I could actually see their faces they weren't buried in their phones or their tablets or anything they were actually having fun with their family. The Middletown Holiday Whopla is epitome of holiday spirit. Holiday spirit is something we should strive to have all year long. It's a time when love of our fellow man prevails and our actions and thoughts turn toward helping and serving others. The militant Holiday Whopla committee showed this holiday spirit by giving selflessly of their time and money not because it benefited them in any way but because this project would help the local small businesses and build Middletown community pride. The pandemic was devastating to individual connections as well as local businesses and this community building project came just in time to bring people together to address both of these issues. It's my understanding that you are voting tonight on whether or not to support the Holiday Whopla project. A yes vote is a vote for a selfless, other focused holiday spirit that is so apparent in this Christmas city with Holiday Whopla, Light Up Middletown, Santa Parade and so many other fabulous holiday activities in this area. A no vote, could land you on a naughty list. I know you all will do the right thing and keep the holiday spirit alive and well in Middletown. I hope to see you all next year at the Middletown Holiday Whopla. Thank you.

Jason Wargo

Detective Jason Wargo, President of the Middletown Police Officers Union asked when the first responders were going to receive their premium pay from the ARPA funds.

Anna Derbagosian

Anna Derbagosian, 4390 Watoga Drive, Liberty Township, Ohio. I am here tonight to show my total support for Avinne Kiser and the Holiday Whopla. We brought a large group of friends and family with us to the Whopla. We had eight adults and eight kids, 16 altogether. We really didn't have any idea what to expect but what we found was an entertainment destination with activities for each of us to enjoy. So many times, the events we go to are geared exclusively to either kids or adults, but this had something for everyone to enjoy. The youngest in our group made glass ornaments they sat with Santa, they met Elsa. Our middle guys loved ice skating. My son asked every single day after if he could come back and go ice skating again, he loved it. The adults met the owners of the White Dog Distillery for the first time. That was amazing, lots of fun. We ran down there, brought some drinks over and sat in one of the igloos. We had a great time. We've never really hung out in Middletown before. I'm not from here, but I've lived here about 12 years. We've never had an interest or reason to come downtown but since then we've been back three more times because of our introduction to it. We went to Combs Barbecue, we checked out The Jug, we went to White Dog, the sandwich shop and Mz. Jades. It's been amazing. This event really opened our eyes. I hope it is brought back next year. This is a fine group of people who have so much passion and are so willing to give of themselves for this and for Middletown. I truly hope that you'll consider supporting it again next year. Thank you.

Karen Richardson

Karen Richardson, 2618 Flemming Road, Middletown, Ohio. Thank you for your service to the City and for allowing me to speak. My husband and I own BAABS on Carmody. We made a very spur-the-moment decision to turn a car wash into a destination venue with kayaking, food, spirits and entertainment. Looking back, we could have done a lot of things differently but we saw a vision. We saw something that we thought would be beneficial to the City. We felt that it would become a destination for people outside of the City. We actually saw that the first year that we were open for kayaking. We built our kitchen using the funds from the kayaking. During the pandemic we had a lot of people coming from Toledo, Columbus, they were finding us on Facebook. They were coming from Louisville and Lexington and much like the lady before me spoke to, these were large families. It was adult brothers and sisters and their children and they were spending nights in hotels. Our restaurant was not open at the time so they were dining in other restaurants in town. The pandemic caused further setbacks of no contractors, building materials being limited and the price of those skyrocketing. Government and licensing agencies closing down making it difficult to establish our business. I personally lost my job that I intended to keep through the renovations. Restaurant opening restrictions continued and we were restricted to carry out only and then to limited seating capacity and limited hours. The three-minute time limit was reached.

John Langhorne

John Langhorne, 16 Sycamore Terrace, Middletown, Ohio spoke in favor of Ordinance No. O2022-19, to enter in the contract with the best FBO. I have been on this Airport Commission starting my sixth year and I'm currently starting my second year as Chairman of that commission. When City Manager Palenick first came to Middletown, I was fortunate to meet with him in the first couple weeks to give him my 50-year resident vision of Middletown. One comment I remember from that meeting was I don't want to manage the airport and we need to find a professional management team to manage the airport. We took that to heart the City staff and the Airport Commission developed an RFQ to go out and see who would be interested in coming in and filling that FBO space. We had four respondents and out of those four respondents we did face-to-face interviews. We did a scored evaluation and there was one company that's well beyond the capability of the other three, that was AMS. This is an important part in in the in the growth of the airport. We really need to do this as the next step in making this airport serve the City and the citizens in the best way possible. I'd like to thank Kurt Yearout from Safe Skies Aviation who has been the FBO fill-in and has done a great job under trying circumstances. That's all I have on the airport. As business owner in Middletown I wholeheartedly support Holiday Whopla, it was one of the best things that happened to the City since I moved back. Thank you.

Dr. Claire Hendricks

Claire Hendricks, 5800 Watoga Drive, Liberty Township, Ohio. My family and I moved here about six months ago from California and we heard about the Middletown Whopla through family and friends and came out to enjoy an evening of the festivities. My four-year old daughter enjoyed meeting Elsa and Anna and had a really fun time. It was a beautiful night and the kids went in the ice-skating rink. It was a really impressive as to the breadth of who was included in the festivities. I am here to show support for its continued existence and it was a great family event that brought us to Middletown.

COUNCIL COMMENTS

Mr. Muterspaw

Mr. Muterspaw commented that the three-minute time limit is not enough time for people to express their thoughts. He encouraged Ms. Richardson to email the rest of her comments and expressed his support for her business. He recognized Jim Burke, his first boss at Consolidated Business Products on Vail in the crowd. We had a strategic session this past weekend, Friday and Saturday, it was a great information gathering thing from staff and council. Please go online and watch to hear all of the details. The City Manager and City staff did a great job explaining what is going on. Since then, I have been trying to put some stuff out about it. I also encourage you to watch the meeting we had with the Historic Commission today at 4:15 about the Manchester Inn, the information is incredible to hear and that's how we get things done.

Mr. Moon

Mr. Moon thanked the teachers and students from St. John XXIII for the packet of wonderful, encouraging notes. He welcomed Missy Knight, the new Communications Manager and congratulated Kelvin Moss and the Middie basketball team on a great season. They upset Loveland and St. Xavier and fell just a little bit short against Sycamore last weekend but great first year for Kelvin and looking forward to more next year. Thank you.

Ms. Nenni

Ms. Nenni apologized for missing the February 15th meeting and the opportunity at that meeting to congratulate Sergeant Morgan and Lieutenant Tipton. Thank you for your continued service to the City of Middletown. Additionally, I would like to thank staff for their hard work and time spent this weekend at the annual strategic planning session. I felt like it was very beneficial in creating a very clear vision for Middletown's future growth and the roles that we all play in growing our community. I would also on that note like to commend all the citizens, business owners and organizations who are working so very hard to build up and elevate our City. A rising tide will lift all boats and I believe that we must choose to rise together with positivity and unity towards that brighter future that we aim to achieve. Thank you.

Mr. Ferrell

Mr. Ferrell commented that many people have reached out to me over the last few months about all of the police cars they've seen around town and how much they're really appreciating

that and they feel like the community is a little bit safer. I appreciate Chief Birk and all the officers that are doing their jobs as well all the firemen. It feels like spring is in the air, so if you see some trash on the side of the road just pick it up. Let's all do our part to build this community. That's what we're all working towards. We all know on the inside we have great residents so let's start working on the outside and work together. I left the strategic meeting and went to that basketball game and it was awesome, it went into overtime. I was sad to see them lose in over-time but it was great to see those types of things come back to Middletown. I want to remind everyone just to say a prayer and take a moment of silence whatever you want to do for Ukraine. We're privileged to live in this country in my opinion where we can go to bed at night and wake up in the morning and not have to worry about those things. I think that gets lost in the busy days. Thank you.

Ms. Condrey

Ms. Condrey commented that she would also like to talk about the citizen comment guidelines. As a council we determine what those rules are and have the opportunity to change them. Maybe that's a new business item and we could try to do a quick workshop on it at the end of the next meeting. I am working on a veteran's board or committee to circle up in the community about what we can do for our veterans collectively. It was going to be on March 3rd but we are going to delay that a little bit in favor of a couple more pre-meetings. I will let you know when I have a new date. I have asked the City Manager to provide Council with a full public review of our public records request process. I know there's a lot of them floating out there and a lot of frustrations with that. I am hopeful that we can publicly review how those are addressed at the City level and what that process looks like so that our public can understand that. I'm also hoping the City Manager can give us an update on the Paperboard application at the state level tonight. One of the best things I heard at the strategic planning session was that we have proactive code enforcement zones in Middletown and people who are assigned to those zones. This is an indication of great progress in Middletown. Until recently everything was reactive. People had to submit a complaint before an ordinance violation would even get looked into. Now we have people who are actively looking for those ordinance violations and split up into five different zones. That's really good news to me. I think we're putting our resources forward so that we can do what Mr. Ferrell is talking about and get the outside of Middletown looking just like the inside.

CITY MANAGER

Mr. Palenick introduced the new Communications Manager Missy Knight. Ms. Knight stated that she was really excited to be part of the City. It really feels like the City is on the cusp of something really great and I want to be part of telling Middletown's story the way we want our story told. It's all about our narrative and being able to put that out there in a positive and exciting way for residents and for people outside of Middletown to get a great grasp of who we are. I come to you from education, I was the public relations and community support for Mount Healthy City School District and I've been in education for about 16 years prior to that. I worked in PR, marketing, television, the whole gamut. My husband and I have been married for 25 years and we have two grown children and I have two awesome fur babies. That's my life and I'm really excited to get started. Thank you very much.

Mr. Palenick responded to Detective Wargo's question about the premium pay. At the last meeting City Council approved the MOU with AFSCME to provide premium pay in the amount of \$2,496 for each of their 48 employees. We have made a similar offer to the FOP of \$2,496 in premium pay for each of their employees. That would be part of the overall contract. In total, the City has just over \$600K budgeted within ARPA for the premium pay if we were to extend the \$2,496 to each of our employees it would be about \$948K. We would need to amend the budget or find additional funding of \$348K. I believe we discussed this in the strategic planning session but since the question was brought up, I wanted to address it.

CONSENT AGENDA

Approve the City Council minutes of October 19, 2021
Receive and file the following board and commission minutes:
Library Board- April 20, May 18, June 15, September 21, October 19, 2021
Civil Service Commission- December 16, 2021
Confirm the personnel appointment of Michelle Knight to the position of Communications Manager in the City Manager Department, Communications Division.

MOTION AGENDA

Ms. Nenni moved to approve the issues and actions listed on the Consent Agenda. Mr. Ferrell seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell.

Approve a contract with Champion Cleaning Specialists, Inc., of Cincinnati, Ohio, in the amount of \$111,260 for the cleaning of the clarifiers at the Water Treatment Plant.

Clean Water Clarifiers

Mr. Moon moved to approve a contract with Champion Cleaning Specialists, Inc., of Cincinnati, Ohio, in the amount of \$111,260 for the cleaning of the clarifiers at the Water Treatment Plant. Mr. Ferrell seconded. Motion carried. Ayes: Mr. Moon, Mr. Muterspaw, Ms. Condrey, Ms. Nenni, Mr. Ferrell.

Authorize entering into a contract with two different companies for mowing of various city properties for the three-year period of 2022 through 2024.

Group	Contractor	2022	2023	2024	3-Year Total
Group I	Clayton Property Solutions - Trenton, OH	\$ 83,335.00	\$ 85,002.25	\$ 86,703.00	\$ 255,040.25
Group II	H.D. Lawn Care - Middletown, OH	\$ 40,730.00	\$ 40,730.00	\$ 40,730.00	\$ 122,190.00
Group III	H.D. Lawn Care - Middletown, OH	\$ 57,625.00	\$ 57,625.00	\$ 57,625.00	\$ 172,875.00
Group IV	H.D. Lawn Care - Middletown, OH	\$ 64,625.00	\$ 64,625.00	\$ 64,625.00	\$ 193,875.00
Group V	H.D. Lawn Care - Middletown, OH	\$ 76,125.00	\$ 76,125.00	\$ 76,125.00	\$ 228,375.00
Group VI	H.D. Lawn Care - Middletown, OH	\$ 112,100.00	\$ 112,100.00	\$ 112,100.00	\$ 336,300.00
TOTAL		\$ 434,540.00	\$ 436,207.25	\$ 437,908.00	\$ 1,308,655.25

Mowing Contracts

Mr. Moon moved to authorize entering into a contract with two different companies for mowing of various city properties for the three-year period of 2022 through 2024.

Group	Contractor	2022	2023	2024	3-Year Total
Group I	Clayton Property Solutions - Trenton, OH	\$ 83,335.00	\$ 85,002.25	\$ 86,703.00	\$ 255,040.25
Group II	H.D. Lawn Care - Middletown, OH	\$ 40,730.00	\$ 40,730.00	\$ 40,730.00	\$ 122,190.00
Group III	H.D. Lawn Care - Middletown, OH	\$ 57,625.00	\$ 57,625.00	\$ 57,625.00	\$ 172,875.00
Group IV	H.D. Lawn Care - Middletown, OH	\$ 64,625.00	\$ 64,625.00	\$ 64,625.00	\$ 193,875.00
Group V	H.D. Lawn Care - Middletown, OH	\$ 76,125.00	\$ 76,125.00	\$ 76,125.00	\$ 228,375.00
Group VI	H.D. Lawn Care - Middletown, OH	\$ 112,100.00	\$ 112,100.00	\$ 112,100.00	\$ 336,300.00
TOTAL		\$ 434,540.00	\$ 436,207.25	\$ 437,908.00	\$ 1,308,655.25

Mr. Muterspaw seconded. Motion carried. Ayes: Mr. Muterspaw, Ms. Condrey, Mr. Ferrell, Ms. Nenni, Mr. Moon.

Authorize a contract with Culy Contracting LLC, Winchester, Indiana, in an amount not to exceed \$200,000 for the rehabilitation and relining of manholes.

Relining Manholes

Ms. Nenni moved to authorize a contract with Culy Contracting LLC, Winchester, Indiana, in an amount not to exceed \$200,000 for the rehabilitation and relining of manholes. Mr. Ferrell seconded. Motion carried. Ayes: Ms. Condrey, Mr. Ferrell, Ms. Nenni, Mr. Moon, Mr. Muterspaw.

Concur with the removal of current members of the public appointed by the City Manager for the Tax Incentive Review Council (the "TIRC").

Remove TIRC Members

Mr. Moon moved to concur with the removal of current members of the public appointed by the City Manager for the Tax Incentive Review Council (the "TIRC"). Ms. Nenni seconded. Motion carried. Ayes: Mr. Ferrell, Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey.

Concur with the appointment of new members of the public appointed by the City Manager for the TIRC.

Appoint TIRC Members

Ms. Nenni moved to concur with the appointment of new members of the public appointed by the City Manager for the TIRC. Mr. Moon seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell.

Mayor Condrey asked that the City look into adding two additional members. I know we need to add a minority, which is great. I think we could use more representation on there. I would ask that two additional members be appointed to this board.

Establish Community Reinvestment Area Council

Receive appointments from the Mayor and City Council to establish the members of Middletown's Community Reinvestment Area Housing Council.

Ms. Nenni moved to receive appointments from the Mayor and City Council to establish the members of Middletown's Community Reinvestment Area Housing Council. Mr. Ferrell seconded.

There was discussion about the need to establish this committee by March 31st, staff recommended that the appointments come from the members of the Tax Incentive Review Committee but that the Mayor and City Council had not discussed the appointments or put forth any names. After additional discussion it was determined to table the motion until Council had an opportunity to have an executive session to discuss the appointments.

Authorize the transfer of the following City owned properties through the City side lot program Mr. Palenick explained that the Finance Department is doing some further review before bringing the 2106 Howard Avenue property forward.

Parcel No.	Address	Street	Sale Price	Interested Party
Q6532021008	1713 Flemming Road		\$500	Shirley Sarver

Authorize Sale of City Owned Properties

Mr. Moon moved to authorize the transfer of the following City owned properties:

Parcel No.	Address	Street	Sale Price	Interested Party
Q6532021008	1713 Flemming Road		\$500	Shirley Sarver

Mr. Ferrell seconded.

Ms. Condrey commented that the lot is developable size. I know we're looking at updating that program and its requirements and I wonder if this wouldn't be better tabled until we have the new program in place. The ones that we have approved to date are much smaller.

There was discussion about the side lot program. The side lot program has been put on hold while we are setting standards for what size lots and what type of lots are available for that program. These applications came through before we put the program on hold and before we were really considering certain size lots for infill development. It is up to Council to decide whether or not we think that this particular lot is best suited for the side lot program or whether we would like to hold on to it in the hopes that it could be a developable land.

Ms. Wells explained that the \$500 sale price of the lot is a \$500 base price plus the last two years of maintenance for the property as far as trash removal or grass mowing. The fact that these are priced at \$500 means that someone else other than the City was maintaining them. I can't speak to whether this property owner specifically was mowing it but someone was mowing it and so the City wasn't incurring that cost.

Mr. Ferrell stated that I'm all about redevelopment but you could not make that feasibly sound to save that lot and turn it into a new construction home. Why not alleviate a liability? We can pay to maintain it or somebody else can maintain it? Nobody's going to spend that in that neighborhood. I know the real estate. This part of Flemming is not by Wildwood Golf Course.

There was additional discussion about the lot being .23 acres is the size and new infill development just around the corner.

Ms. Wells clarified that there's not been any explicit promises made to the property owners. They filled out an application requesting that the lot be transferred to them for the sale price that we have listed up here. They were all informed that it was at City Council's discretion to approve the sale or transfer of any city-owned lot.

There was additional discussion about waiting to decide on this until the new side lot program guidelines are established. Mr. Moon and Mr. Ferrell withdrew their motions.

Authorize the transfer of the following City owned properties:

<u>Parcel No.</u>	<u>Address</u>	<u>Street</u>	<u>Sale Price</u>	<u>Interested Party</u>
Q6542032000174	2210	Hill Avenue	\$500.00	Miracle Hurston

Authorize Sale of City Owned Properties

Ms. Nenni moved to authorize the transfer of the following City owned properties:

<u>Parcel No.</u>	<u>Address</u>	<u>Street</u>	<u>Sale Price</u>	<u>Interested Party</u>
Q6542032000174	2210	Hill Avenue	\$500.00	Miracle Hurston

Mr. Muterspaw seconded. Motion carried. Ayes: Ms. Condrey, Mr. Ferrell, Ms. Nenni, Mr. Moon, Mr. Muterspaw.

Waive Charter

Mr. Moon moved to suspend the Charter provision that requires reading on two separate days and to declare Resolution No. R2022-07 and Ordinance No. O2022-15 emergency measures to be read one time only. Ms. Nenni seconded. Motion carried. Ayes: Mr. Ferrell, Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey.

Res. No. R2022-07 Amend Res. R2021-55

Resolution No. R2022-07, a resolution amending Resolution No. R2021-55 authorizing a contract with the State of Ohio, Department of Transportation for the 2022 Urban Paving Program on a portion of State Route 4 from Tytus Avenue to Germantown Road and declaring an emergency was read.

Ms. Nenni moved to approve Resolution No. R2022-07, a resolution amending Resolution No. R2021-55 authorizing a contract with the State of Ohio, Department of Transportation for the 2022 Urban Paving Program on a portion of State Route 4 from Tytus Avenue to Germantown Road and declaring an emergency. Mr. Ferrell seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell.

Ord. No. O2022-15 Purchase Aviation Fuel

Ordinance No. O2022-15, an ordinance authorizing the purchase of aviation fuel from AvFuel and declaring an emergency was read.

Ms. Nenni moved to approve Ordinance No. O2022-15, an ordinance authorizing the purchase of aviation fuel from AvFuel and declaring an emergency. Mr. Ferrell seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell. Abstain: Ms. Condrey.

Ord. No. O2022-19 Contract with Airport Management Solutions

Ordinance No. O2022-19, an ordinance establishing a procedure for and authorizing a contract with Airport Management Solutions to provide fixed base operator services at Middletown Regional Airport was read for a second time.

Mr. Moon moved to approve Ordinance No. O2022-19, an ordinance establishing a procedure for and authorizing a contract with Airport Management Solutions to provide fixed base

operator services at Middletown Regional Airport. Ms. Nenni seconded. Motion carried. Ayes: Mr. Muterspaw, Mr. Ferrell, Ms. Nenni, Mr. Moon. Abstain: Ms. Condrey.

**Ord. No. 02022-20
Holiday Whopla Grant**

Ordinance No. 02022-20, an ordinance authorizing the City Manager to enter into a grant agreement with Middletown Holiday Whopla was read for the second time.

Mr. Moon moved to approve Ordinance No. 02022-20, an ordinance authorizing the City Manager to enter into a grant agreement with Middletown Holiday Whopla. Ms. Nenni seconded. Motion carried. Ayes: Mr. Muterspaw, Mr. Ferrell, Ms. Nenni, Mr. Moon, Mr. Muterspaw. Nay: Ms. Condrey.

**Ord. No. 02022-21
Purchase Police
Vehicles**

Ordinance No. 02022-21, an ordinance establishing a procedure for and authorizing a contract with Statewide Ford Lincoln for the purchase of 10 Ford Interceptor utility vehicles for the Division of Police and declaring an emergency was read with no action requested until March 15, 2022.

**Res. No. R2022-08
Provide Funding to
The BC Landbank**

Resolution No. 02022-08, a resolution to provide funding to the Butler County, Ohio Land Reutilization Corporation in the form of deposit for cooperative efforts between the City and Landbank and declaring an emergency was read with no action requested until March 15, 2022.

NEW BUSINESS

Mr. Muterspaw discussed the disconnect on the public records requests. When citizens ask for information and when we take four or five months to information back to the public we lose total public trust. The information belongs to the public, so I want to make sure that we really push that and as a Council stay on top of it. Maybe we need a workshop to understand what the requests are and how they're taken in. I just want to make sure that we as a Council understand the importance of that because it really is a killer to public trust when we don't honor public records requests.

Ms. Condrey requested that City staff to do a presentation at the beginning of the next meeting walking our citizens and City Council through the public records request process at the City and who touches that. We're clearly missing a central clearinghouse because they're falling through the cracks so how and where is that list maintained? I would love to have a presentation.

Ms. Condrey asked if City staff is able to send City Council a list of all the public records requests that had been made and the date they were made and when they were fulfilled on a quarter quarterly basis because we need some accountability.

Mr. Palenick commented that this has been a topic of discussion internally and IT has found a particularly inexpensive software program that I think can be outward facing and allows those who submit records requests to also know where they are in the process and to check at any given time what's happening or that type of thing. Our goal would be to get that put into place and to have this work a lot more smoothly. Hopefully we'll be able to do that.

Mr. Yoder commented that there's been different ways in which public records have been dealt with by the City over time. Sometimes it's been at a department by department level and we'll train all those people and they're the ones that are responsible for doing that because they're the ones that know the records the best right in some senses that makes sense at other times there's been the thought of why don't we consolidate that into the law department so we can make sure that we're all getting them we're all processing them but then at times either they're not received by the law department or we don't execute on them for a variety of reasons according to plan, human error, mistakes, whatever. Or do we consolidate this operationally in one department, under the Law Department or create its own office whatever we want to do or do we have it within each individual department. There are benefits and detriments to doing it each way.

Mr. Palenick stated that the proposed software would be able to sort of push notices out to the different department heads if that's appropriate.

Mr. Yoder stated that it's my understanding in the public transparency portion could be huge. I don't know what the software does but I know with some other entities it's literally an excel spreadsheet. It can be one for that organization or one for each department and those can be put up on a website somehow or shared publicly. There's a way to work through the transparency. I think some of the issue will be limitations of staff time and ability and the element of human error. I think if we have an excel spreadsheet that's accessible by everyone, that can help minimize the risk for human error.

Mayor Condrey stated that I also want to hear how public records have been processed at the City.

Mr. Ferrell suggested that board and commission meetings be recorded to enhance transparency for our citizens. Mayor Condrey concurred that it would help the person that transcribes

the minutes and allow people who cannot make it the meeting to see and hear what went on. It would also allow Council to make more timely decisions. It may not be feasible for every board commission but I think we could probably make the list of the ones that are the most critical and add an additional staff person from IT to make sure that everything is recorded right. Mr. Moon commented that several years ago, this was proposed but it wasn't feasible because of the strain on staff time but technology has changed and hopefully now, it is possible.

Mr. Ferrell opened discussion about the infill lot projects. The issue is that the minimum square footage build out in Middletown right now for a single-family home is 1,500 square foot and it costs so much to build that it's going to be hard to put 1,500 square foot homes on some of these lots. But if you get down to a 1,200 square foot home and neighborhoods that match and have similar square footage properties, it's going to be a lot more feasible. I know it's come before Planning Commission years ago and they didn't want to allow it, but with the quality of homes that you see, they have nice curb appeal, they add to the community value. There's a multitude of reasons to look at a text amendment in my opinion. To go from 1,500 to 1,200 square foot home minimum build out. I wanted to get your thoughts on that and discuss it.

Ms. Combs stated that we proposed a text amendment last fall for reducing that square footage to 1,200 square feet that was not well received by Planning Commission. We were trying to do it specifically in our R3 and our R4 because that is about the size of the homes. They are closer to that 1,200 square foot so from staff's perspective that makes more sense to go that direction but maybe specifically looking at zoning districts where that's appropriate. With that we also looked at minimum width and lot length along with other things. Staff looked at a multitude of lots and tried to make sure we were proposing the right thing.

Ms. Nenni asked why Planning Commission and the Board of Zoning Appeals opposed the change. Ms. Combs stated that at the time they thought we were working with a specific developer which was not the case we were actually ramping up our infill construction program. There is a clause in our non-conforming lots of record that say to build to the maximum extent possible to the zoning code requirements so that's how our infill lots are moving forward because we have that small clause in our non-conforming. But when it comes to other lots that might probably not be the case that we can use. I think it's important to get consistent around the City with our site development standards not just square footage but across the board. You might want to consider that if you're considering authorizing staff to move forward to look at all the site development standards for consistency.

There was discussion about whether or not Council was directing staff to move forward. Mr. Moon asked for more information. Mr. Palenick commented that in the past, City staff put forward that amendment it went to Planning Commission it was turned down and we don't want that to happen again. There is new council now and it sounds like there might be a little bit more of an appetite for it. Staff is supportive of it but if you don't want to see it or you would turn it down, it's likely Planning Commission would turn it down again. That's why we're looking for direction from you. Ms. Combs explained that per the Middletown Development Code City Council can initiate a text amendment. She will put together some information. There was additional discussion about getting input from Planning Commission.

Ms. Condrey suggested that Council review the current citizens comment guidelines between now and the next meeting and perhaps at the end of next meeting in new business we can discuss them. There was discussion about extending the time from 3 minutes to 4 per speaker and possibly extending the total of 60 minutes of public comments.

EXECUTIVE SESSION

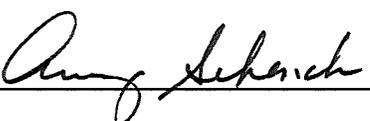
At 7:24 p.m. Mr. Muterspaw moved to adjourn to executive session under the authority of O.R.C. 121.22 (G) (1) To consider the employment, dismissal, discipline, promotion, demotion, or compensation of a public employee and official.

Mr. Ferrell seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell.

At 8:27 p.m. Mr. Moon moved to return to regular session. Ms. Nenni seconded. Motion carried. Ayes: Ms. Nenni, Mr. Moon, Mr. Muterspaw, Ms. Condrey, Mr. Ferrell.

ADJOURNMENT

At 8:27 p.m., the meeting was declared adjourned until March 15, 2022 at 5:30 in Council Chambers.

Attest: 


Nicole Condrey, Mayor