



CITY COUNCIL REGULAR MEETING AGENDA **Monday, March 28, 2022 at 7:00 PM**

15 East Franklin Street Bellbrook, Ohio 45305
T (937) 848-4666 | www.cityofbellbrook.org

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF THE MINUTES**
 - [A.](#) Approval of the March 14, 2022 meeting minutes.
- 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**
 - A. Chief Carmin Welcome and Introduction
 - [B.](#) Sugarcreek Township Trustee Carolyn Destefani will discuss and present the township's desire and work thus far to construct a Veterans Memorial.
- 6. PUBLIC HEARING OF PROPOSED ORDINANCES**
- 7. BOARD REPORTS**
- 8. INTRODUCTIONS OF ORDINANCES**
- 9. ADOPTION OF RESOLUTIONS**
 - [A.](#) Resolution No. 2022-R-11 AUTHORIZING THE CITY MANAGER TO APPLY FOR THE GREENE COUNTY COMMUNITY INVESTMENT GRANT (Middlestetter)
- 10. REFERENCE OF LEGISLATIVE PROPOSALS TO COMMITTEES**
- 11. CITY MANAGER'S REPORT**
- 12. COMMITTEE REPORTS**
 - A. Safety Committee
 - B. Service Committee
 - C. Finance/Audit Committee
 - D. Community Affairs Committee
- 13. BIDS**
- 14. OLD BUSINESS**
 - [A.](#) Discussion and review of amendments to Council Rules
- 15. NEW BUSINESS**
- 16. PUBLIC COMMENT**
- 17. DATES OF FUTURE COMMITTEE MEETINGS**
- 18. EXECUTIVE SESSION**
- 19. ADJOURNMENT**
- FUTURE AGENDA ITEMS (DATES SUBJECT TO CHANGE)**

File Attachments for Item:

A. Approval of the March 14, 2022 meeting minutes.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
March 14, 2022

Item A. Section 4, Item

OATH OF OFFICE:

Mayor Schweller administered the Oath of Office to swear in Mr. T.J. Hoke

CALL THE MEETING TO ORDER:

Mayor Schweller called the Regular Meeting of the Bellbrook City Council to order at 7:00pm

PLEDGE OF ALLEGIANCE:

Mayor Schweller led the Council in the Pledge of Allegiance.

ROLL CALL:

PRESENT

Mrs. Katherine Cyphers
Mr. Forrest Greenwood
Mr. Brady Harding
Mr. Ernie Havens
Mr. T.J. Hoke
Mrs. Elaine Middlestetter
Mayor Mike Schweller

ALSO PRESENT:

Rob Schommer, City Manager

APPROVAL OF MINUTES:

Mayor Schweller asked if anyone had comments or corrections to the minutes of the February 28, 2022 meeting. Hearing none, the minutes were declared to be approved.

MAYOR'S ANNOUNCEMENTS / SPECIAL PRESENTATIONS:

Swearing In of Police Chief Steve Carmin:

Mayor Schweller administered the Oath of Office to swear in Steve Carmin as Chief of Police

Recognition of the Retirement of Sgt. Jim Burns:

Mayor Schweller read a Mayoral Proclamation honoring Sgt. Burns for his career and retirement.

Chief Carmin and Sgt. Burns made comments regarding the recognition.

Recognition of Eagle Scouts:

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
March 14, 2022

Item A. Section 4, Item

Mayor Schweller read a Mayoral Proclamation to recognize four Eagle Scouts for achieving their rank.

INTRODUCTION OF ORDINANCES:

Mrs. Cyphers read the Ordinance.

Ordinance 2022-O-4 AMENDING ORDINANCE 2022-O-3 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022 AND DECLARING AN EMERGENCY (Cyphers)

Mr. Schommer explained the Ordinance adds an appropriation for the expense of fuel for the school district into the City fuel tanks. He explained the school uses and shares the City fuel tank and pump system. The City purchases the fuel, and the school then purchases their portion from the City. Although the purchase is accounted for on the books, the expense of the portion of the school's fuel was not included in the amount appropriated in the budget. Mr. Schommer stated he was not aware that was the previous practice, and has corrected in moving forward having the school district pay the fuel vendor directly for their purchase rather than having the City buy it and reimbursing. This will have correct accounting of expenses for the City on our books and the schools on theirs.

Mrs. Cyphers asked if this was something the auditors found. Mr. Schommer noted he recognized it when the bill came in and knew the funds for that amount were not appropriated. Mrs. Cyphers then asked how we would determine the amount the school would owe or pay for. Mr. Schommer stated the fuel system tracks users and vehicles and separated accounts by use for the City and schools. He added the school shares 70% of the cost of maintenance or repairs for the system.

Mr. Schommer reiterated the City has not covered the cost of fuel for the schools, they have always paid for their own fuel, its just the expense and purchase of the schools portion when the fuel is purchased was not appropriated.

The Mayor noted the system has allowed a cost savings for fuel for both entities.

Mr. Harding asked what the difference in amounts were, noting the current invoice amount was \$29,000 and the appropriation was for \$35,000. Mr. Schommer stated the fuel purchase is done in arrears to replace used fuel, and the extra amount was to cover any additional due to rising costs by the time the current order is costed and paid. He noted from now on, there will not be a need to have the schools portion of the expense appropriated, the schools are now set up directly through the fuel vendor.

A motion to approve at introduction Ordinance 2022-O-4.

Motion made by Mrs. Cyphers, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. Hoke, Mrs. Middlestetter, Mayor Schweller

The motion passed

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
March 14, 2022

Item A. Section 4, Item

CITY MANAGER REPORT:

Mr. Schommer provided updates on a variety of technology projects. He stated the City has reintroduced itself on social media, with a link on the website showing current feeds. He also noted a new email and SMS/text messaging system is in place to begin allowing residents to sign up for email notifications if that is their preferred method of contact and engagement. The new payroll system is still in process with a goal of April 1st depending on the software company. He added the final training for the outward portal for the online permitting system is scheduled and should also be launched by April 1.

COMMITTEE REPORTS:

SAFETY:

Mr. Greenwood reported he spoke to Fire personnel regarding the stair chair purchased last year has been very beneficial. He noted he would like to see a demonstration of it at a future meeting. He was appreciative the device can help save lifting and strain on the personnel. He added the new medic just ordered has already gone up 18% so the City was able to act quick and avoid the increase.

FINANCE/GOVERNMENT AFFAIRS:

Mrs. Cyphers reported she will be calling a meeting of the committee soon to discuss use of ARPA funds.

SERVICE:

Mr. Greenwood noted the gas line replacement is an inconvenience, but the company is doing a good job of restoring property, and everyone should rest assured. The overall project is expected to be complete October 1 and the section in Bellbrook should be done soon. Mr. Greenwood added the company is doing a good job taking care of restoring property and communicating.

COMMUNITY AFFAIRS:

Mrs. Middlestetter reported the committee was unable to meet prior to this meeting and will meet prior to next Council meeting to discuss a recommendation for the Planning Board.

OLD BUSINESS:

Deputy Mayor Selection:

Mayor Schweller opened the floor for nominations for Deputy Mayor after explaining the Deputy Mayor serves in the Mayor's absence.

Mr. Hoke nominated Mr. Havens, Seconded by Mrs. Cyphers. Mrs. Middlestetter nominated Mr. Greenwood, Seconded by Mr. Harding

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
March 14, 2022

Item A. Section 4, Item

Calling the vote alphabetically.

A motion to elect Forrest Greenwood as Deputy Mayor.

Motion made by Mrs. Middlestetter, Seconded by Mr. Harding (per nomination)

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr Harding, Mrs. Middlestetter, Mayor Schweller

Voting Nay: Mr. Havens, Mr. Hoke

The motion passed.

Rules of Council Amendment:

Mayor Schweller reviewed the submitted draft of changes for the Rules of Council, with main changes being to the agenda items.

Mr. Hoke asked if it was possible to have a council member attend remotely. Mr. Schommer noted the current law indicates a member must be present and in person to cast a vote. Some communities have maintained an emergency under home rule allowing remote meetings.

Mr. Schommer noted one change is moving citizen comments to the beginning of the meeting, allowing for general comment and/or on specific agenda items. Mr. Havens asked about someone who wanted to speak on something not on the agenda. Mr. Schommer noted the draft document did not include that specifically, but it was intended to include open comment, and comments on agenda items as 2 subjects. It was discussed and agreed a draft for a public comment and decorum policy will be included in a draft for discussion at the next meeting.

COMMENTS:

Deputy Mayor Greenwood thanked everyone for support in being selected Deputy Mayor. Ha also thanked Sgt. Burns for his 28 years service. He asked if council would like to have some recognition for Ukraine noting the County has the courthouse lit up in Ukraine colors. It was discussed to have a flag hung at City Hall.

Mr. Harding thanked Sgt. Burns for his service and congratulated both Chief Carmin and the four Eagle Scouts.

Mr. Havens congratulated Mr. Greenwood as Deputy Mayor. He added he ran into a business owner who spoke about and complemented City Staff, specifically Jason Foster who the business owner stated "is a class act". Mr. Havens added it is nice to hear positive comments from business owners and thanked Mr. Foster for joining the team. He also stated he is eager to work with Chief Carmin.

Mr. Hoke also congratulated Chief Carmin, Sgt. Burns and the Eagle Scouts. He also thanked everyone for his re-appointment, as he has been eagerly sitting on the sideline noting it is an honor and privilege to serve this community. He asked about the community leaders meeting and the status of the meetings. Mr. Schommer noted over the past 2 months attempts have been made to coordinate schedules, but the date keeps getting pushed back. He noted he made a suggestion that each entity would just attend the other's regular scheduled meeting and hadn't heard back from the other entities.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting

March 14, 2022

Item A. Section 4, Item

Mrs. Middlestetter congratulated Chief Carmin, Sgt. Burns and the Eagle Scouts.

Mayor Schweller commented his congratulations to Chief Carmin, Sgt. Burns and the Eagle Scouts. He added that he likes that we have promoted from within and it speaks highly of the department leadership. He also noted there will be a Town Hall forum with Dayton VA director Mark Murdock hosted by he and Rick Perales.

PUBLIC COMMENT:

Jo Beth Bryant commented about a letter she sent requesting financial assistance with her business regarding hardships she has faced in the past two years.

ADJOURNMENT:

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:22pm

Michael Schweller, Mayor

Robert Schommer, Clerk of Council

File Attachments for Item:

B. Sugarcreek Township Trustee Carolyn Destefani will discuss and present the township's desire and work thus far to construct a Veterans Memorial.

Sugarcreek Township

An Open Space Community

Preliminary Plans/Considerations for the Sugarcreek Township Veterans Memorial



**Carolyn L. Destefani
Township Trustee
February 2022**



Carolyn Destefani

Township Trustee

Phone: (937) 776-6954

cdestefani@sugarcreekoh.us

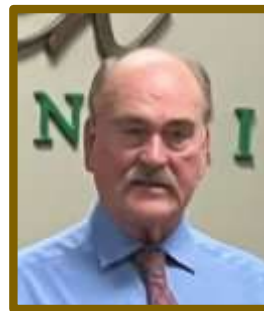


Fred Cramer

Township Trustee

Phone: (937) 572-0999

fcramer@sugarcreekoh.us



Marvin Moeller

Township Trustee

Phone: (937) 271-5534

mmoeller@sugarcreekoh.us



Barry Tiffany

Township Administrator

Phone: (937) 848-8426

btiffany@sugarcreekoh.us

A Memorial to Honor Veterans from the Six Military Branches

Item B. Section 5, Item



- Air Force
- Army
- Coast Guard



- Marine Corps
- Navy
- Space Force



Memorial Design/Concept Ideas

Item B.Section 5, Item



Paver Brick Fundraiser



- Our Memorial Vision includes a fundraiser where all Military Active Duty and Veterans (*Red Bricks*) as well as Community Members, First Responders, and Businesses (*Gray Bricks*) are invited to participate by purchasing a brick
- Team is coordinating with the same company that did the bricks at Youngs Jersey Dairy
- <https://4everbricks.com>

Petrikis Park



- Located in Bellbrook (West Franking Street near Vemco)
- Same location at the Basketball Court and Tennis Courts
- Question, “Why does the Bellbrook-Sugarcreek Community need two Memorial parks?”

Why a Separate/New Veterans Memorial?

Benefits for the Community

- Proposed locations are very Visible to draw citizens in
- Proposed design will be Personalized
 - Dedication Bricks for loved ones
 - Active/Veteran Military (Red)
 - Community Members (Gray)
 - First Responders (Gray)
 - Businesses (Gray)
- Proposed locations are easily Accessible and walkable to the High School, Middle School, Bike/Hike Path, Bellbrook Cemetery, and the majority of Sugarcreek residents
- Proposed locations are Adaptive
 - Design will accommodate large numbers of people for JROTC Cadet and Community Patriotic Ceremonies (Parking available)
 - Design will also allow for quiet contemplation and remembrance (Benches)



Potential Locations for the Memorial

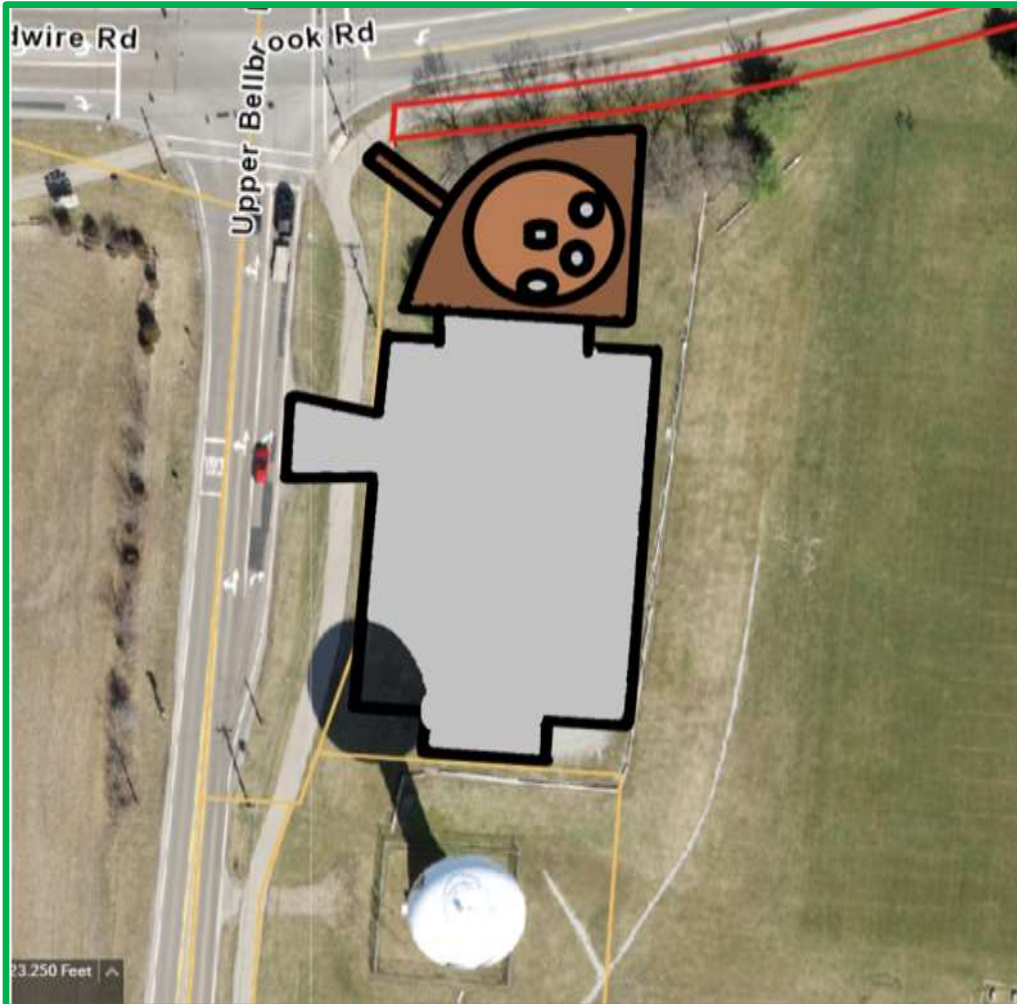


- We are interested in the two locations listed below in order of our preference...
 - Pine Court - northeast corner of the intersection of Upper Bellbrook and Feedwire Roads
 - North of High School Water Tower - southeast corner of the intersection of Upper Bellbrook and Feedwire Roads
- Why the “ask” of the School and Park Districts versus putting the Veteran’s Memorial on Township property that we already own?
- Vision is for a Gathering Spot that is visible, accessible, adaptive, and a magnet for Community Activities

- The B-S School District gifted for free (or ~\$1) the Pine Court parcel of land to the Park years ago when Dr. Keith St. Pierre was the School Superintendent
- The Township anticipates that the Memorial Site would require ~ 1/2 Acre of Land and is willing to purchase this land at a fair market value
- Park indicated that it's their understanding that they can't provide the land to the Twp.
- May 2021, the three Park District Commissioners voted in favor of allowing the Twp. to build the Memorial here provided:
 - Parks want to maintain ownership of 1/2 acre property
 - Parks want ownership of the Veteran's Memorial
 - Parks want Township to pay for Memorial
 - Township does all future site maintenance indefinitely
- To utilize Capital Improvement Funds & Taxpayer Dollars
 Township believes they must own the Memorial and Property vs. Park suggests earmarking \$ through their 501 C(3) non-profit called "Friends of the B-S Park District" through Greene Giving



North of HS Water Tower Location (Option 2)



- The Memorial would sit near/at the current location of the scrubby trees necessitating that they would likely have to be removed for Memorial construction
- The Township agrees to purchase 1/2 acre of land from the School at fair market value as well as paving the attached parking lot at no cost to the School
- The Township has been asked to put up substantial safety barriers between the bike path and the northern portion of Upper Bellbrook road to protect pedestrians should a driver swerve off the street (Perhaps steel posts or concrete bollards)
- Would need to ensure drainage goes toward the practice fields

■ Need Access to Electrical Power

- ❑ Any Featured Flags will need to be lit at night
- ❑ Township plans to utilize Flock Remote Cameras for Security
 - ❑ The same cameras used by Police Departments
 - ❑ Would allow constant recording of the Memorial Site 24 / 7
 - ❑ Deters vandalism and provides objective evidence if it does occur



■ Township believes we need to own this Veteran Memorial property

- ❑ Funding Considerations to Reduce Costs
 - ❑ Applying for State Capital Improvement Funds through the Legislators
 - ❑ Brick Fundraiser
- ❑ Design, Building & Maintenance (Mowing, Snow Removal, etc.) Costs
 - ❑ Must own property to use Sugarcreek Funds to supplement site construction and later maintenance costs

Conclusions – The Ask (Option 1)

- The Township would like School Board consideration for Option 1 or Option 2 and assistance in securing a definitive location for this Veteran's Memorial
 - ❑ Need firm location by 3rd week of February to apply for State Capital Improvement Funds
 - ❑ (Option 1) Pine Court = First Choice
 - ❑ The Park District originally received this property for free from the School District
 - ❑ We understand that Dr. St. Pierre indicated that the land was originally given to the Park District with no stipulations for later uses
 - ❑ This Memorial benefits the School and Community by having a location that allows for meaningful patriotic events particularly with the JROTC and a scenic area for quiet contemplation (Location is walkable from Bellbrook Cemetery)
 - ❑ If this option has School Board Support, we ask that you work with the Park District to relay the message that you agree that your earlier land transfer does not preclude transferring or selling the Township ½ acre for this worthwhile Memorial site

- ❑ (Option 2) North of High School Water Tower = Second Choice
 - ❑ Not as publicly visible as Pine Court location, but is helpful in that parking is already available
 - ❑ This location is conveniently located off the bike/hike path and is walkable for the majority of Sugarcreek residents
 - ❑ Would need to ensure that safety concerns are addressed with adequate barriers to protect pedestrians
 - ❑ If this option has School Board Support, we ask that you expeditiously approve the land transfer or purchase of approximately ½ acre so we can apply for available funding and the Township will, in turn, agree to pave the parking lot and install substantial pedestrian safety barriers





**We thank you for
your time,
consideration, and
efforts in helping
make this Veterans
Memorial a reality for
our Community!**

File Attachments for Item:

A. Resolution No. 2022-R-11 AUTHORIZING THE CITY MANAGER TO APPLY FOR THE GREENE COUNTY COMMUNITY INVESTMENT GRANT (Middlestetter)

RECORD OF RESOLUTIONS

Item A. Section 9, Item

Resolution No. 2022-R-11

March 28, 2022

City of Bellbrook State of Ohio

Resolution No. 2022-R-11

AUTHORIZING THE CITY MANAGER TO APPLY FOR THE GREENE COUNTY COMMUNITY INVESTMENT GRANT

WHEREAS, the City of Bellbrook has adopted the Comprehensive Plan and the Streetscape Study which outlines priorities to enhance the safety of walkability in Downtown; and

WHEREAS, the City has created basic plans and estimates to begin identifying the specific projects needed to implement the Streetscape Study in phase one to be \$300,000; and

WHEREAS, the City has committed funds to match 100% of a grant request award; and

WHEREAS, the City wishes to submit the Phase One Streetscape Project to address the safety and walkability issues of Downtown to the Board of County Commissioners as an application for the 2022 Community Investment Grant for \$100,000

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. The City Manager is authorized to submit an application to the Board of County Commissioners for the 2022 Community Investment Grant.

Section 2. That it is found and determined that all formal actions of the City Council relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including §121.22 of the Revised Code of the State of Ohio.

Section 3. That this resolution shall take effect and be in force forthwith.

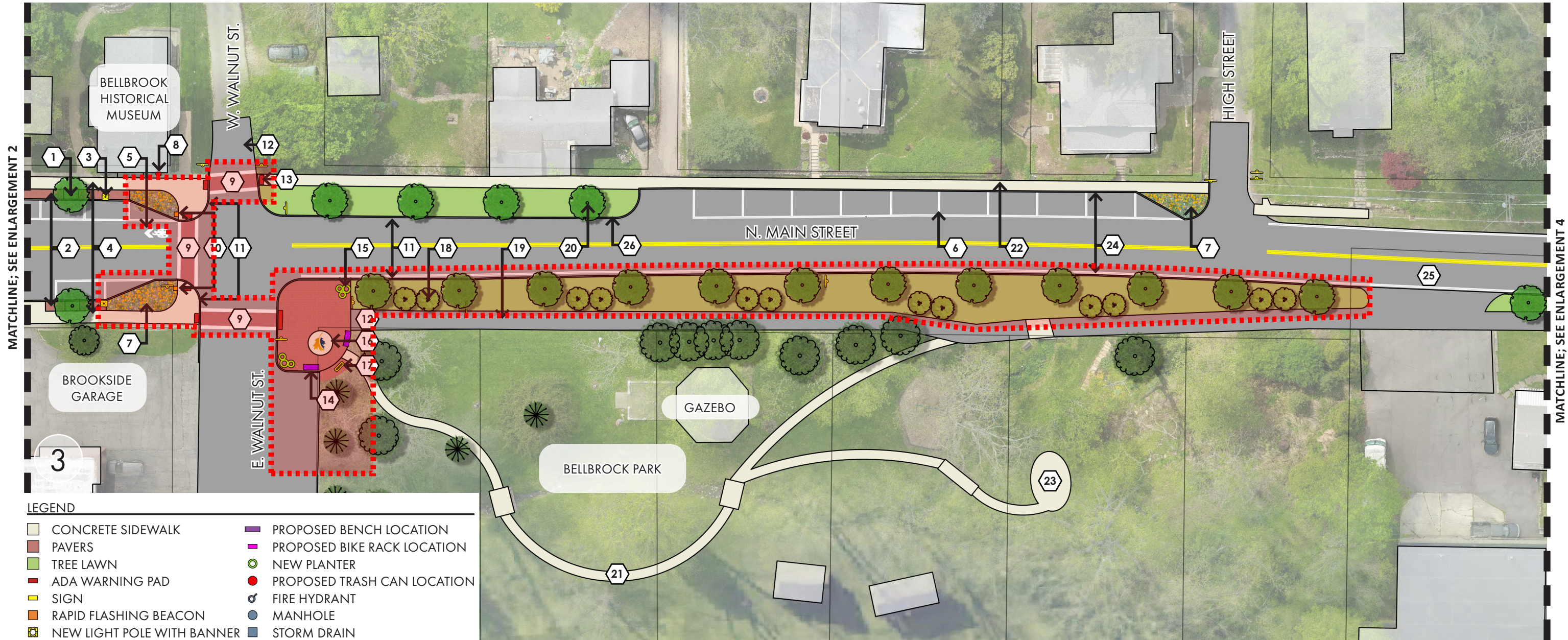
PASSED BY City Council this ____ day of _____, 2022.

____ Yeas; ____ Nays.

AUTHENTICATION:

Michael W. Schweller, Mayor

Robert Schommer, Clerk of Council



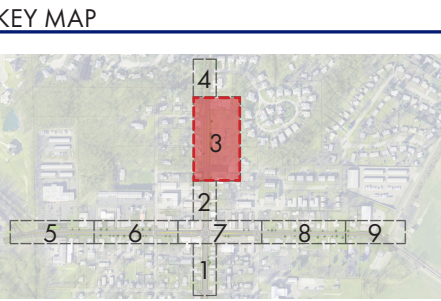
LEGEND

CONCRETE SIDEWALK	PROPOSED BENCH LOCATION
PAVERS	PROPOSED BIKE RACK LOCATION
TREE LAWN	NEW PLANTER
ADA WARNING PAD	PROPOSED TRASH CAN LOCATION
SIGN	FIRE HYDRANT
RAPID FLASHING BEACON	MANHOLE
NEW LIGHT POLE WITH BANNER	STORM DRAIN

PROPOSED KEY NOTES

1 PROPOSED STREET TREE IN GRATE WITH ELECTRICAL OUTLET, TYP.	7 PROPOSED PLANT BED, TYP.	13 PROPOSED ADA DETECTABLE WARNING PAD, TYP.	20 PROPOSED STREET TREE, TYP.
2 PROPOSED 4' DECORATIVE PAVER BANDING	8 PROPOSED TRASH CAN, TYP.	14 PROPOSED AND/OR RELOCATED BENCH, TYP.	21 PROPOSED ADA PEDESTRIAN CONNECTIVITY
3 NEW PEDESTRIAN LIGHT POLE WITH BANNER AND ELECTRICAL OUTLET	9 PROPOSED DECORATIVE CROSSWALK	15 PROPOSED PLANTERS, TYP.	22 PROPOSED UNDERGROUND UTILITIES
4 PROPOSED 5' CONCRETE SIDEWALK	10 PROPOSED RAPID FLASHING BEACON	16 PROPOSED PLAZA WITH BRANDING ELEMENT	23 PROPOSED SEATING AREA
5 PROPOSED SHARROW PAVEMENT MARKING	11 PROPOSED 6" CONCRETE CURB	17 MONUMENT SIGN WITH HISTORIC MARKER	24 PROPOSED STORM SEWER
6 PROPOSED ON-STREET PARKING STRIPING, TYP.	12 PROPOSED BIKEWAY CONNECTION FROM BELLBROOK PARK TO W. WALNUT STREET FOR FUTURE BELLBROOK-FAIRBORN CONNECTOR BIKEWAY	18 ADDITIONAL LANDSCAPE BUFFER ALONG BIKE PATH	25 PROPOSED CURB CUT
		19 RICHARD L. FREDERICK BIKEWAY	26 PROPOSED CURB BUMP OUT, TYP.

EXHIBIT (2-22-2022)
PROPOSED LIMIT OF WORK



Proposed Downtown Streetscape Plan

SCALE: 1" = 40'-0"

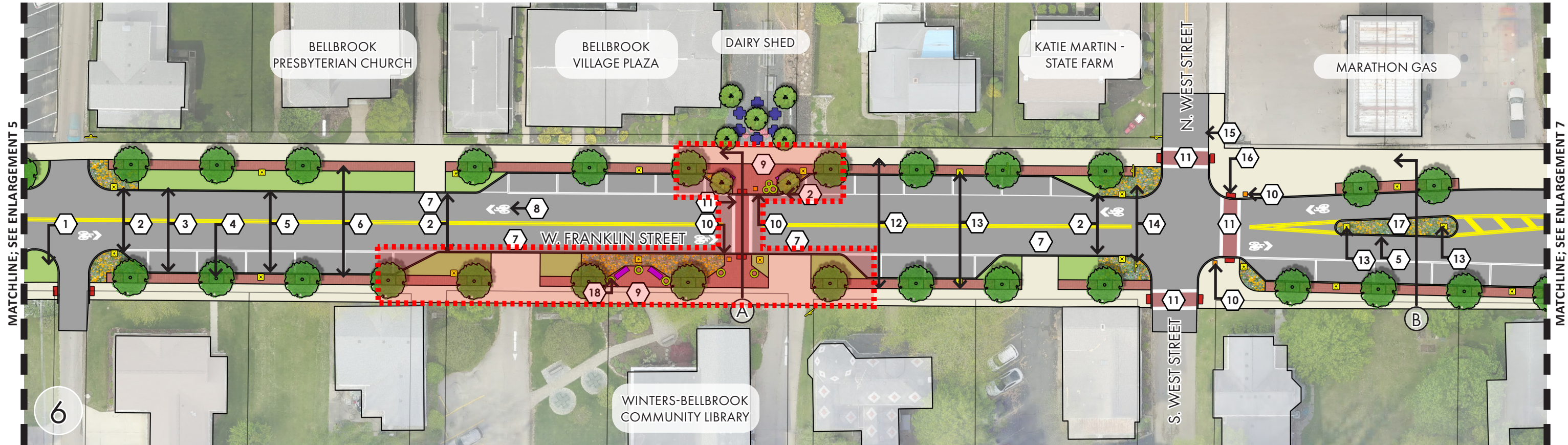


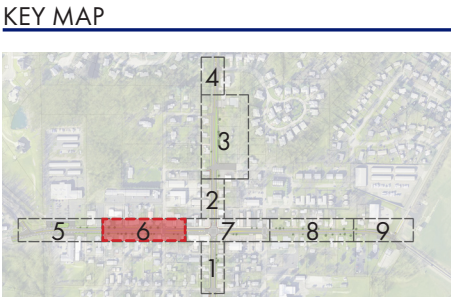
EXHIBIT (2-22-2022)
PROPOSED LIMIT OF WORK

LEGEND

CONCRETE SIDEWALK	PROPOSED BENCH LOCATION
PAVERS	PROPOSED BIKE RACK LOCATION
TREE LAWN	NEW PLANTER
ADA WARNING PAD	PROPOSED TRASH CAN LOCATION
SIGN	FIRE HYDRANT
RAPID FLASHING BEACON	MANHOLE
NEW LIGHT POLE WITH BANNER	STORM DRAIN
(A) GRAPHIC SECTION CUT SEE SHEET 2.12	

PROPOSED KEY NOTES

1 PROPOSED UNDERGROUND UTILITIES	7 PROPOSED CURB CUT	12 PROPOSED 7' CONCRETE SIDEWALK	17 PROPOSED RAISED PLANTED MEDIAN
2 PROPOSED CURB BUMP OUT, TYP.	8 PROPOSED SHARROW PAVEMENT MARKING, TYP.	13 NEW PEDESTRIAN LIGHT POLE WITH BANNER AND ELECTRICAL OUTLET, TYP.	18 PROPOSED PLANTER
3 PROPOSED STORM SEWER	9 PROPOSED PARKLET WITH NEW AND/OR RELOCATED BENCHES, CAFE SEATING, AND NEW PLANTERS, TYP.	14 PROPOSED PLANT BED, TYP.	
4 PROPOSED STREET TREE IN GRATE WITH ELECTRICAL OUTLET, TYP.	10 PROPOSED RAPID FLASHING BEACON	15 FUTURE CONNECTION TO BELLBROOK-FAIRBORN CONNECTOR BIKEWAY	
5 PROPOSED 6" CONCRETE CURB	11 PROPOSED DECORATIVE CROSSWALK	16 PROPOSED ADA DETECTABLE WARNING PAD, TYP.	
6 PROPOSED 4' DECORATIVE PAVER BANDING, TYP.			



Proposed Downtown Streetscape Plan

SCALE 1"=40'

BELLBROOK DOWNTOWN STREETScape - PHASE 1
PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST
Bellbrook Park Streetscape Improvements
Date: March 22, 2022

ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
CONTRACTORS GENERAL CONDITIONS				
GENERAL CONDITIONS (5%)	1	LS	\$ 15,000.00	\$ 15,000.00
MOBILIZATION	1	LS	\$ 5,000.00	\$ 5,000.00
GENERAL CONDITIONS SUBTOTAL				\$ 20,000.00
SITE PREPARATION / DEMOLITION				
CONSTRUCTION STAKING	1	LS	\$ 4,000.00	\$ 4,000.00
MAINTENANCE OF TRAFFIC	1	LS	\$ 15,000.00	\$ 15,000.00
ASPHALT REMOVAL INCLUDING SAW CUT AT NEW CURB	1730	SF	\$ 3.00	\$ 5,190.00
CONCRETE PAVING REMOVAL	400	SF	\$ 4.00	\$ 1,600.00
REMOVE CONCRETE CURB	70	LF	\$ 12.00	\$ 840.00
MISC. REMOVAL ALLOWANCE (UNKNOWN ITEMS)	1	LS	\$ 10,000.00	\$ 10,000.00
FINE GRADING ALLOWANCE	1	LS	\$ 5,000.00	\$ 5,000.00
SITE PREPARATION / DEMOLITION SUBTOTAL				\$ 41,630.00
HARDSCAPE				
ASPHALT PAVEMENT REPAIR AT NEW CURB	500	SF	\$ 13.00	\$ 6,500.00
SHARROW LANE MARKINGS (ENTIRE ROADWAY MASTER PLAN LIMITS)	8	EA	\$ 350.00	\$ 2,800.00
CONCRETE CURB 6" RAISED	305	LF	\$ 40.00	\$ 12,200.00
CURB RAMP WITH TRUNCATED DOMES	6	EA	\$ 2,500.00	\$ 15,000.00
CONCRETE SIDEWALKS (5' WIDTH)	400	SF	\$ 10.00	\$ 4,000.00
DECORATIVE BRICK PAVING AT PARK ENTRANCE	1050	SF	\$ 25.00	\$ 26,250.00
PAVEMENT LOGO BRANDING ELEMENT	1	LS	\$ 10,000.00	\$ 10,000.00
DECORATIVE COLORED STAMPED ASPHALT CROSSWALKS	650	SF	\$ 35.00	\$ 22,750.00
HARDSCAPE SUBTOTAL				\$ 99,500.00
UTILITIES				
ELECTRICAL PULL BOXES AND CONDUIT FOR FUTURE LIGHT POLES	1	ALLOW	\$ 10,000.00	\$ 10,000.00
RAPID FLASHING BEACON POLES	2	EA	\$ 7,500.00	\$ 15,000.00
ELECTRIC VEHICLE CHARGING STATION (LEVEL 2)	1	EA	\$ 10,000.00	\$ 10,000.00
ELECTRICAL SERVICE TO CHARGING STATION	1	ALLOW	TBD	TBD
UTILITIES SUBTOTAL				\$ 35,000.00
SITE FURNISHINGS				
LARGE PLANTERS	2	EA	\$ 3,500.00	\$ 7,000.00
SMALL PLANTERS	4	EA	\$ 2,500.00	\$ 10,000.00
6' BENCH	2	EA	\$ 4,500.00	\$ 9,000.00
LITTER / RECYCLE RECEPTACLES	1	EA	\$ 2,000.00	\$ 2,000.00
MISC. STREET SIGNAGE	1	ALLOW	\$ 3,500.00	\$ 3,500.00
SITE FURNISHINGS SUBTOTAL				\$ 31,500.00
LANDSCAPE				
LARGE DECIDUOUS SHADE TREES: 2.5" CALIPER	12	EA	\$ 750.00	\$ 9,000.00
ORNAMENTAL DECIDUOUS SHADE TREES: 2" CALIPER	12	EA	\$ 650.00	\$ 7,800.00
PLANTING AREA (SHRUB/PERENNIAL MIX)	2700	SF	\$ 10.00	\$ 27,000.00
TURFGRASS SOD	3200	SF	\$ 2.00	\$ 6,400.00
PLANT SOIL MIX	160	CY	\$ 70.00	\$ 11,200.00
SHREDDED HARDWOOD MULCH (2" DEPTH)	20	CY	\$ 90.00	\$ 1,800.00
LANDSCAPE SUBTOTAL				\$ 63,200.00
SUBTOTAL				\$ 290,830.00
ESCALATION / DESIGN CONTINGENCY 10%				\$ 29,083.00
PREVAILING WAGE 12%				\$ 34,899.60
SOFT COST 10%				\$ 35,481.26
TOTAL				± \$ 390,300.00

ASSUMPTIONS & EXCLUSIONS:

1) PEDESTRIAN LIGHT POLES / WIRING / CONTROLS ARE EXCLUDED

THE LANDSCAPE ARCHITECT HAS USED THEIR BEST JUDGEMENT ON COST. THE LA HAS NO CONTROL OVER THE COST OF LABOR, MATERIALS, OR THE CONTRACTOR'S METHODS OF DETERMINING BID PRICES, OR OVER COMPETITIVE BIDDING OR MARKET CONDITIONS. THEREFORE, THE LANDSCAPE ARCHITECT CANNOT GUARANTEE THAT BIDS OR CONSTRUCTION COST WILL NOT VARY FROM ANY ESTIMATES OF PROBABLE CONSTRUCTION COST PREPARED BY THE LA.

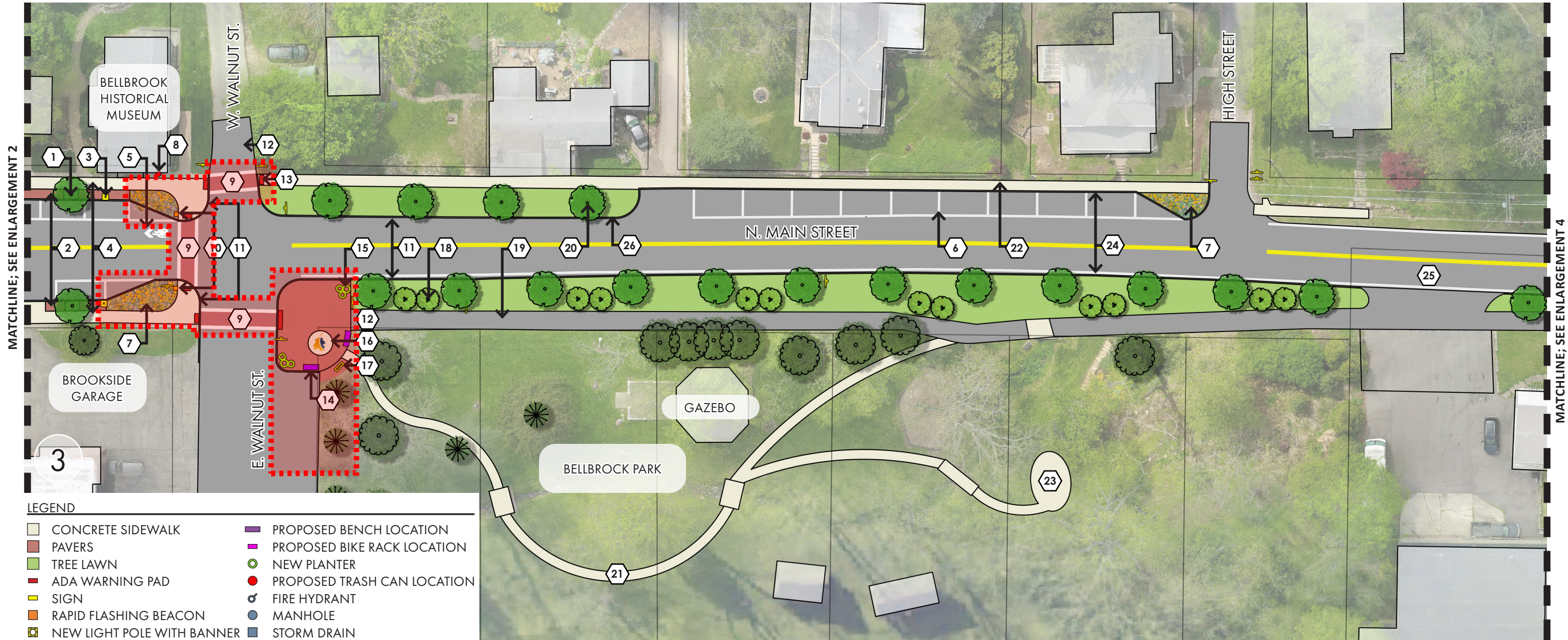
BELLBROOK DOWNTOWN STREETScape - PHASE 1
PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST
Library Streetscape Improvements
Date: March 22, 2022

ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
CONTRACTORS GENERAL CONDITIONS				
GENERAL CONDITIONS (5%)	1	LS	\$ 15,000.00	\$ 15,000.00
MOBILIZATION	1	LS	\$ 5,000.00	\$ 5,000.00
GENERAL CONDITIONS SUBTOTAL				\$ 20,000.00
SITE PREPARATION / DEMOLITION				
CONSTRUCTION STAKING	1	LS	\$ 4,000.00	\$ 4,000.00
MAINTENANCE OF TRAFFIC	1	LS	\$ 15,000.00	\$ 15,000.00
ASPHALT REMOVAL INCLUDING SAW CUT AT NEW CURB	2850	SF	\$ 3.00	\$ 8,550.00
CONCRETE PAVING REMOVAL	1400	SF	\$ 4.00	\$ 5,600.00
REMOVE ASPHALT / CONCRETE CURB	270	LF	\$ 12.00	\$ 3,240.00
MISC. REMOVAL ALLOWANCE (UNKNOWN ITEMS)	1	LS	\$ 10,000.00	\$ 10,000.00
FINE GRADING ALLOWANCE	1	LS	\$ 5,000.00	\$ 5,000.00
SITE PREPARATION / DEMOLITION SUBTOTAL				\$ 51,390.00
HARDSCAPE				
ASPHALT PAVEMENT REPAIR AT NEW CURB	450	SF	\$ 13.00	\$ 5,850.00
SHARROW LANE MARKINGS (ENTIRE ROADWAY MASTER PLAN LIMITS)	25	EA	\$ 350.00	\$ 8,750.00
CONCRETE CURB 6" RAISED	300	LF	\$ 40.00	\$ 12,000.00
CURB RAMP WITH TRUNCATED DOMES	2	EA	\$ 2,500.00	\$ 5,000.00
CONCRETE SIDEWALKS (7' WIDTH)	1900	SF	\$ 10.00	\$ 19,000.00
HEAVY DUTY CONCRETE APRON	780	SF	\$ 15.00	\$ 11,700.00
DECORATIVE BRICK PAVING	1165	SF	\$ 25.00	\$ 29,125.00
DECORATIVE COLORED STAMPED ASPHALT CROSSWALKS	200	SF	\$ 35.00	\$ 7,000.00
HARDSCAPE SUBTOTAL				\$ 98,425.00
UTILITIES				
ELECTRICAL PULL BOXES AND CONDUIT FOR FUTURE LIGHT POLES	1	ALLOW	\$ 10,000.00	\$ 10,000.00
RAPID FLASHING BEACON POLES	2	EA	\$ 7,500.00	\$ 15,000.00
STORM PIPE & CATCH BASIN	1	ALLOW	\$ 20,000.00	\$ 20,000.00
UTILITIES SUBTOTAL				\$ 45,000.00
SITE FURNISHINGS				
LARGE PLANTERS	7	EA	\$ 3,500.00	\$ 24,500.00
SMALL PLANTERS	2	EA	\$ 2,500.00	\$ 5,000.00
6' BENCH	4	EA	\$ 4,500.00	\$ 18,000.00
LITTER / RECYCLE RECEPTACLES	1	EA	\$ 2,000.00	\$ 2,000.00
4'X6' TREE GRATE	7	EA	\$ 5,000.00	\$ 35,000.00
MISC. STREET SIGNAGE	1	ALLOW	\$ 3,500.00	\$ 3,500.00
SITE FURNISHINGS SUBTOTAL				\$ 88,000.00
LANDSCAPE				
LARGE DECIDUOUS SHADE TREES: 2.5" CALIPER	7	EA	\$ 750.00	\$ 5,250.00
ORNAMENTAL DECIDUOUS SHADE TREES: 2" CALIPER	2	EA	\$ 650.00	\$ 1,300.00
PLANTING AREA (SHRUB/PERENNIAL MIX)	750	SF	\$ 10.00	\$ 7,500.00
TURFGRASS SOD	620	SF	\$ 2.00	\$ 1,240.00
LAWN / PLANT SOIL MIX	40	CY	\$ 70.00	\$ 2,800.00
SHREDDED HARDWOOD MULCH (2" DEPTH)	6	CY	\$ 90.00	\$ 540.00
LANDSCAPE SUBTOTAL				\$ 18,630.00
SUBTOTAL				\$ 321,445.00
ESCALATION / DESIGN CONTINGENCY 10%				\$ 32,144.50
PREVAILING WAGE 12%				\$ 38,573.40
SOFT COST 10%				\$ 39,216.29
TOTAL				± \$ 431,400.00

ASSUMPTIONS & EXCLUSIONS:

1) PEDESTRIAN LIGHT POLES / WIRING / CONTROLS ARE EXCLUDED

THE LANDSCAPE ARCHITECT HAS USED THEIR BEST JUDGEMENT ON COST. THE LA HAS NO CONTROL OVER THE COST OF LABOR, MATERIALS, OR THE CONTRACTOR'S METHODS OF DETERMINING BID PRICES, OR OVER COMPETITIVE BIDDING OR MARKET CONDITIONS. THEREFORE, THE LANDSCAPE ARCHITECT CANNOT GUARANTEE THAT BIDS OR CONSTRUCTION COST WILL NOT VARY FROM ANY ESTIMATES OF PROBABLE CONSTRUCTION COST PREPARED BY THE LA.



- LEGEND
- | | |
|----------------------------|-----------------------------|
| CONCRETE SIDEWALK | PROPOSED BENCH LOCATION |
| PAVERS | PROPOSED BIKE RACK LOCATION |
| TREE LAWN | NEW PLANTER |
| ADA WARNING PAD | PROPOSED TRASH CAN LOCATION |
| SIGN | FIRE HYDRANT |
| RAPID FLASHING BEACON | MANHOLE |
| NEW LIGHT POLE WITH BANNER | STORM DRAIN |

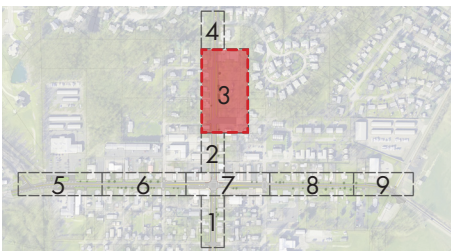
PROPOSED KEY NOTES

- | | | | |
|---|--|--|---|
| 1 PROPOSED STREET TREE IN GRATE WITH ELECTRICAL OUTLET, TYP. | 7 PROPOSED PLANT BED, TYP. | 13 PROPOSED ADA DETECTABLE WARNING PAD, TYP. | 20 PROPOSED STREET TREE, TYP. |
| 2 PROPOSED 4' DECORATIVE PAVER BANDING | 8 PROPOSED TRASH CAN, TYP. | 14 PROPOSED AND/OR RELOCATED BENCH, TYP. | 21 PROPOSED ADA PEDESTRIAN CONNECTIVITY |
| 3 NEW PEDESTRIAN LIGHT POLE WITH BANNER AND ELECTRICAL OUTLET | 9 PROPOSED DECORATIVE CROSSWALK | 15 PROPOSED PLANTERS, TYP. | 22 PROPOSED UNDERGROUND UTILITIES |
| 4 PROPOSED 5' CONCRETE SIDEWALK | 10 PROPOSED RAPID FLASHING BEACON | 16 PROPOSED PLAZA WITH BRANDING ELEMENT | 23 PROPOSED SEATING AREA |
| 5 PROPOSED SHARROW PAVEMENT MARKING | 11 PROPOSED 6" CONCRETE CURB | 17 MONUMENT SIGN WITH HISTORIC MARKER | 24 PROPOSED STORM SEWER |
| 6 PROPOSED ON-STREET PARKING STRIPING, TYP. | 12 PROPOSED BIKEWAY CONNECTION FROM BELLBROOK PARK TO W. WALNUT STREET FOR FUTURE BELLBROOK-FAIRBORN CONNECTOR BIKEWAY | 18 ADDITIONAL LANDSCAPE BUFFER ALONG BIKE PATH | 25 PROPOSED CURB CUT |
| | | 19 RICHARD L. FREDERICK BIKEWAY | 26 PROPOSED CURB BUMP OUT, TYP. |

EXHIBIT (3-24-2022)

PROPOSED LIMIT OF WORK
Note: Park entrance hardscape Improvements not included, connect new curb ramp to existing sidewalk/trail.

KEY MAP



Proposed Downtown Streetscape Plan

SCALE: 1" = 40'-0"

BELLBROOK DOWNTOWN STREETScape - PHASE 1
PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST
Bellbrook Park Streetscape Improvements
Date: March 24, 2022

ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
CONTRACTORS GENERAL CONDITIONS				
GENERAL CONDITIONS (5%)	1	LS	\$ 10,000.00	\$ 10,000.00
MOBILIZATION	1	LS	\$ 5,000.00	\$ 5,000.00
GENERAL CONDITIONS SUBTOTAL				\$ 15,000.00
SITE PREPARATION / DEMOLITION				
CONSTRUCTION STAKING	1	LS	\$ 3,500.00	\$ 3,500.00
MAINTENANCE OF TRAFFIC	1	LS	\$ 15,000.00	\$ 15,000.00
ASPHALT REMOVAL INCLUDING SAW CUT AT NEW CURB	315	SF	\$ 3.00	\$ 945.00
CONCRETE PAVING REMOVAL	400	SF	\$ 4.00	\$ 1,600.00
REMOVE CONCRETE CURB	70	LF	\$ 12.00	\$ 840.00
FINE GRADING ALLOWANCE	1	LS	\$ 5,000.00	\$ 5,000.00
MISC. REMOVAL ALLOWANCE (UNKNOWN ITEMS)	1	LS	\$ 10,000.00	\$ 10,000.00
SITE PREPARATION / DEMOLITION SUBTOTAL				\$ 36,885.00
HARDSCAPE				
ASPHALT PAVEMENT REPAIR AT NEW CURB	315	SF	\$ 13.00	\$ 4,095.00
CONCRETE CURB 6" RAISED	210	LF	\$ 40.00	\$ 8,400.00
CURB RAMP WITH TRUNCATED DOMES	6	EA	\$ 2,500.00	\$ 15,000.00
CONCRETE SIDEWALKS (5' WIDTH)	400	SF	\$ 10.00	\$ 4,000.00
DECORATIVE COLORED STAMPED ASPHALT CROSSWALKS	650	SF	\$ 35.00	\$ 22,750.00
MISC. HARDSCAPE ALLOWANCE (UNKNOWN ITEMS)	1	LS	\$ 5,000.00	\$ 5,000.00
HARDSCAPE SUBTOTAL				\$ 59,245.00
UTILITIES				
RAPID FLASHING BEACON POLES	2	EA	\$ 7,500.00	\$ 15,000.00
ELECTRICAL SERVICE TO VEHICLE CHARGING STATION	1	ALLOW	\$ 10,000.00	\$ 10,000.00
ELECTRIC VEHICLE CHARGING STATION (LEVEL 2)	2	EA	\$ 15,000.00	\$ 30,000.00
UTILITIES SUBTOTAL				\$ 55,000.00
SITE FURNISHINGS				
MISC. STREET SIGNAGE	1	ALLOW	\$ 3,500.00	\$ 3,500.00
SITE FURNISHINGS SUBTOTAL				\$ 3,500.00
LANDSCAPE				
PLANTING AREA (SHRUB/PERENNIAL MIX)	416	SF	\$ 10.00	\$ 4,160.00
PLANT SOIL MIX	15	CY	\$ 70.00	\$ 1,050.00
LANDSCAPE SUBTOTAL				\$ 5,210.00
SUBTOTAL				\$ 174,840.00
ESCALATION / DESIGN CONTINGENCY 10%				\$ 17,484.00
PREVAILING WAGE 12%				\$ 20,980.80
SOFT COST 10%				\$ 17,484.00
TOTAL				± \$ 230,800.00

ASSUMPTIONS & EXCLUSIONS:

1) PEDESTRIAN LIGHT POLES / WIRING / CONTROLS ARE EXCLUDED

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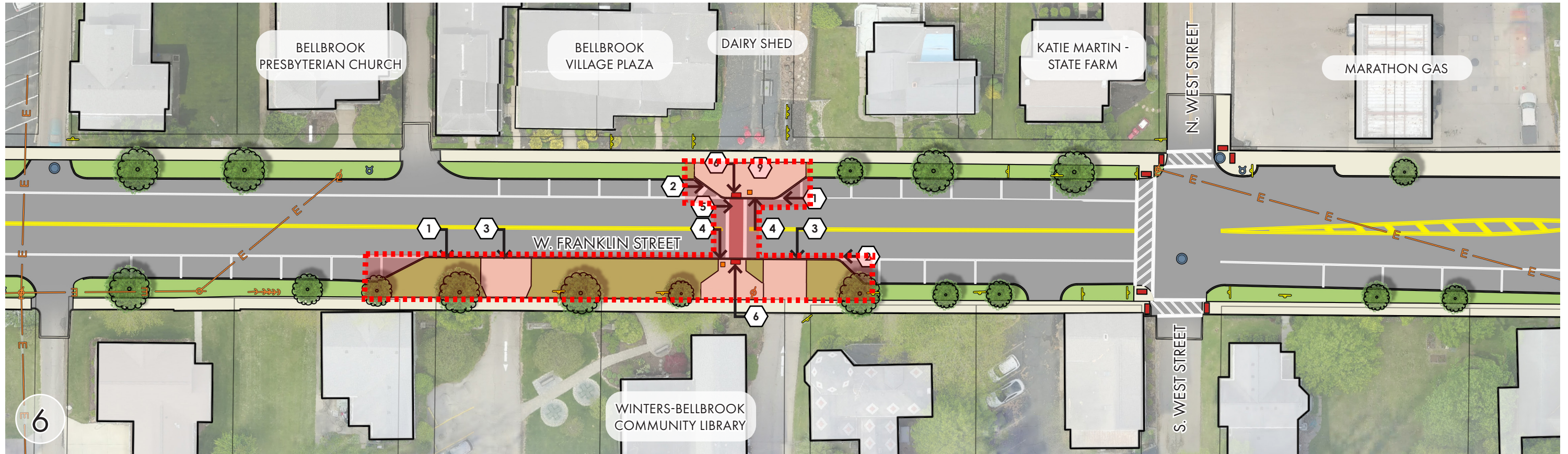






















EXHIBIT (3-24-2022)

 PROPOSED LIMIT OF WORK

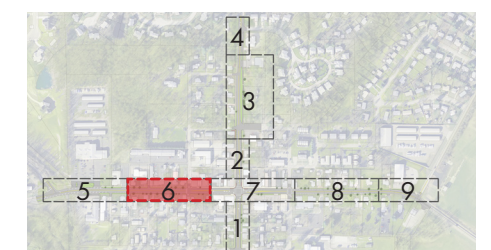
LEGEND

 CONCRETE SIDEWALK	 PROPOSED BENCH LOCATION
 PAVERS	 PROPOSED BIKE RACK LOCATION
 TREE LAWN	 NEW PLANTER
 ADA WARNING PAD	 PROPOSED TRASH CAN LOCATION
 SIGN	 FIRE HYDRANT
 RAPID FLASHING BEACON	 MANHOLE
 NEW LIGHT POLE WITH BANNER	 STORM DRAIN

PROPOSED KEY NOTES

-  1 PROPOSED CURB BUMP OUT, TYP.
-  2 PROPOSED 6" CONCRETE CURB
-  3 PROPOSED CURB CUT
-  4 PROPOSED RAPID FLASHING BEACON
-  5 PROPOSED DECORATIVE CROSSWALK
-  6 PROPOSED ADA DETECTABLE WARNING PAD, TYP.

KEY MAP



Proposed Downtown Streetscape Plan

 SCALE 1"=40'

BELLBROOK DOWNTOWN STREETScape - PHASE 1
PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST
Library Streetscape Improvements
Date: March 24, 2022

ITEM	QUANTITY	UNIT	UNIT COST	AMOUNT
CONTRACTORS GENERAL CONDITIONS				
GENERAL CONDITIONS (5%)	1	LS	\$ 7,500.00	\$ 7,500.00
MOBILIZATION	1	LS	\$ 5,000.00	\$ 5,000.00
GENERAL CONDITIONS SUBTOTAL				\$ 12,500.00
SITE PREPARATION / DEMOLITION				
CONSTRUCTION STAKING	1	LS	\$ 3,500.00	\$ 3,500.00
MAINTENANCE OF TRAFFIC	1	LS	\$ 15,000.00	\$ 15,000.00
ASPHALT REMOVAL INCLUDING SAW CUT AT NEW CURB	2850	SF	\$ 3.00	\$ 8,550.00
CONCRETE PAVING REMOVAL	1400	SF	\$ 4.00	\$ 5,600.00
REMOVE ASPHALT / CONCRETE CURB	270	LF	\$ 12.00	\$ 3,240.00
FINE GRADING ALLOWANCE	1	LS	\$ 5,000.00	\$ 5,000.00
MISC. REMOVAL ALLOWANCE (UNKNOWN ITEMS)	1	LS	\$ 10,000.00	\$ 10,000.00
SITE PREPARATION / DEMOLITION SUBTOTAL				\$ 50,890.00
HARDSCAPE				
ASPHALT PAVEMENT REPAIR AT NEW CURB	450	SF	\$ 13.00	\$ 5,850.00
CONCRETE CURB 6" RAISED	300	LF	\$ 40.00	\$ 12,000.00
CURB RAMP WITH TRUNCATED DOMES	2	EA	\$ 2,500.00	\$ 5,000.00
HEAVY DUTY CONCRETE APRON	780	SF	\$ 15.00	\$ 11,700.00
CONCRETE SIDEWALKS ONLY AT MID-BLOCK CROSSING	720	SF	\$ 10.00	\$ 7,200.00
DECORATIVE COLORED STAMPED ASPHALT CROSSWALKS	200	SF	\$ 35.00	\$ 7,000.00
HARDSCAPE SUBTOTAL				\$ 48,750.00
UTILITIES				
RAPID FLASHING BEACON POLES	2	EA	\$ 7,500.00	\$ 15,000.00
STORM PIPE & CATCH BASIN	1	ALLOW	\$ 20,000.00	\$ 20,000.00
UTILITIES SUBTOTAL				\$ 35,000.00
SITE FURNISHINGS				
MISC. STREET SIGNAGE	1	ALLOW	\$ 3,500.00	\$ 3,500.00
SITE FURNISHINGS SUBTOTAL				\$ 3,500.00
LANDSCAPE				
TURFGRASS SOD	1370	SF	\$ 2.00	\$ 2,740.00
LAWN SOIL MIX	25	CY	\$ 70.00	\$ 1,750.00
LANDSCAPE SUBTOTAL				\$ 4,490.00
SUBTOTAL				\$ 155,130.00
ESCALATION / DESIGN CONTINGENCY 10%				\$ 15,513.00
PREVAILING WAGE 12%				\$ 18,615.60
SOFT COST / DESIGN FEES 10%				\$ 18,925.86
TOTAL				± \$ 208,200.00

ASSUMPTIONS & EXCLUSIONS:

1) PEDESTRIAN LIGHT POLES / WIRING / CONTROLS ARE EXCLUDED

THE LANDSCAPE ARCHITECT HAS USED THEIR BEST JUDGEMENT ON COST. THE LA HAS NO CONTROL OVER THE COST OF LABOR, MATERIALS, OR THE CONTRACTOR'S METHODS OF DETERMINING BID PRICES, OR OVER COMPETITIVE BIDDING OR MARKET CONDITIONS. THEREFORE, THE LANDSCAPE ARCHITECT CANNOT GUARANTEE THAT BIDS OR CONSTRUCTION COST WILL NOT VARY FROM ANY ESTIMATES OF PROBABLE CONSTRUCTION COST PREPARED BY THE LA.

File Attachments for Item:

A. Discussion and review of amendments to Council Rules

Sec. 220.01. Rules of Council.

- (a) *Rule I—General provisions.* No provision or section of these Rules which conflicts with or restricts those rights provided by the Constitution of the United States, the Constitution of the State, the general law or the City Charter shall have any force or effect.
- (b) *Rule II—Meetings.*
 - (1) *Regular meetings.* Meetings will be held on the second and fourth Monday of each month at 7:00 p.m., or as otherwise agreed upon by a majority of Council, and recessed or adjourned at approximately 10:30 p.m. Whenever the date of a regular meeting falls on a legal holiday, Council may, by majority vote, change the day and hour.
 - (2) *Special meetings.* See Charter Section 4.08.
 - (3) *Closed sessions.* See Charter Section 4.08.
- (c) *Rule III—The Chair; powers and duties.*
 - (1) *Call to order; roll call; agenda; minutes.* The Mayor shall take the Chair at the hour appointed for Council to meet and shall immediately call Council to order. The roll call shall then be taken by the Clerk. The agenda for each meeting, which is prepared by the Mayor, may, by a majority vote of Council, be amended. ~~The Clerk shall not be required to read the minutes during the meeting unless a motion is made to direct him or her to do so.~~ Council shall be polled for any addition and/or correction.
 - (2) *Temporary Chairperson.* In the absence of the Mayor, the Deputy Mayor shall preside and shall have the same power to vote as other Council members. In the absence of both the Mayor and the Deputy Mayor, the senior Council member shall preside as if Deputy Mayor. If two or more members have equal Council seniority, the oldest member shall preside.
 - (3) *Conduct of meetings.* The Chair shall preserve decorum and conduct the meetings according to Rule V of these Rules. The meetings shall be conducted under Robert's Rules of Order, except when such Rules conflict with the Charter or these Rules of Council.
 - (4) *Appeals from decisions of the Chair.* If any member transgresses any of these rules of Council, the Chair shall, or any member may, call him or her to order and, in the latter instance, the Chair shall render a decision as to the point of order. In the case of an appeal from a ruling of the Chair, the question shall be: "Shall the decision of the Chair stand and be the decision of Council?" The ruling of the Chair shall be sustained unless overruled by a majority vote of the members of Council present. Should the Chair transgress any of these rules of Council, a point-of-order call shall be made by any member of Council. If the point of order is not resolved in the ensuing discussion, a majority vote of members of Council present shall decide the issue.
 - (5) *Votes.* The Clerk shall call the roll at all times. A vote by electronic means identifying each member's vote may be considered a roll call vote. The order of the vote shall be taken in an order as predetermined by a majority vote of City Council, with the Mayor voting last. The Clerk shall announce the number of votes on each side. It shall not be in order for members to explain their votes while a vote is being taken.
- (d) *Rule IV—Members; duties and privileges.*
 - (1) *Addressing the Chair.* Any member about to speak on a question or make a motion shall address the Chair as Mr. Mayor or Ms. Mayor, or as Mr. Chairperson or Ms. Chairperson if a member other than the Mayor is presiding. In response, the Chair shall pronounce the name of the member entitled to the floor.

Any member of the audience desiring to address Council shall be recognized by the Chair, shall state his or her name and address in an audible tone for the record and shall limit his or her remarks to the question under discussion.

- (2) *Limitation of debate.* Members addressing Council shall confine themselves to the question under discussion and avoid personalities. No member shall be allowed to speak more than once upon any subject until every member choosing to speak has had an opportunity to be heard for a time not longer than five minutes, without leave of Council upon a majority vote. Additional comments shall include only new information. Material previously expressed shall not be rediscussed. This paragraph shall pertain to both the audience and members of Council.
- (3) *Voting.* See subsection (c)(5) hereof and Charter Subsection 4.08(c).
- (e) *Rule V—Order of business.* The order of business of Council shall be as follows:
 - (1) Call to order;
 - (2) Pledge of Allegiance to the Flag;
 - (3) Roll call;
 - A. A motion to excuse absentees ~~for reason;~~
 - (4) Minutes of previous meetings;
 - A. Approval of previous minutes;
 - (5) Announcements and Special guests;
 - A. ~~Announcements;~~
 - (6) Citizen Comments
 - (7) Citizens Registered to Speak on Agenda Items
 - ~~(8)~~ Public hearings on proposed ordinances;
 - ~~(7)~~ ~~Board reports;~~
 - ~~(9)~~ Introduction of ordinances;
 - ~~(10)~~ Adoption of resolutions;
 - ~~(11)~~ Old Business
 - ~~(12)~~ New Business
 - ~~(10)~~ ~~Reference of legislative proposals to committees;~~
 - ~~(13)~~ City Manager's report;
 - ~~(14)~~ Committee reports:
 - A. Safety;
 - B. Finance and ~~governmental affairs;~~audit
 - C. Service;
 - D. Community affairs;
 - ~~(13)~~ ~~Bids;~~
 - ~~(14)~~ ~~Unfinished business;~~

~~(15) New business;~~

~~(156) General floor discussion; Public Official Comments~~

~~(16) Executive Session~~

~~(17) Dates of future committee meetings; and~~

~~(178) Adjournment.~~

(f) *Rule VI—Committees.*

- (1) *Standing committees.* The standing committees are Finance/Audit, Safety, Service, and Community Affairs. Other necessary committees are hereby authorized. Appointment of all committee members shall be made by vote of Council at a regular or special meeting.
- (2) *Committee of the whole.* The Mayor shall preside when Council resolves itself into the Committee of the Whole.
- (3) *Meetings.* Committees shall meet on call of the Chairperson. All meetings shall be open to the public to the same extent as meetings of the entire Council when dealing with matters of the same general type of subject matter. ~~The Clerk shall publish a schedule of meetings by the fifth day of each month. Such schedule shall include all meetings scheduled for the month as of that day.~~
- (4) *Quorum.* A majority of members of a committee shall constitute a quorum.
- (5) *Temporary Chairperson.* In the absence of the Chairperson, the member named next shall act as temporary Chairperson.
- (6) *Reports.* Reports of committees shall be agreed to by a majority thereof. All documents referred shall be returned to Council with the report of the committee. Upon motion, and by a majority vote, Council may relieve a committee of further consideration of any question and order the question to be placed on the agenda. When any matter is referred to a committee with instruction to report at a time named in the order of reference, failure to report at such time shall be considered as a report without recommendation, unless the time for report is extended by Council. If no such extension is granted, the committee shall immediately return to the Clerk the documents pertaining thereto, and the matter shall take its appropriate place on the agenda.

(g) *Rule VII—Ordinances and resolutions.* (See Article V of the Charter.)

- (1) *Pre-introduction of ordinances and resolutions.*
 - A. An exact copy of an ordinance which has been approved as to form, or a resolution to be introduced, shall be delivered to the Clerk of Council not later than 8:00 p.m. on the Thursday before the regular Monday Council meeting. In the case of a special Council meeting, the ordinance or resolution shall be delivered to the Clerk of Council not less than 48 hours before the special meeting.
 - B. Emergency ordinances shall be held exempt from the 48-hour time requirement if the subject of the emergency ordinance is the reason for calling the special Council meeting. However, emergency ordinances to be introduced at a regular Council meeting shall be subject to the 48-hour time requirement.
 - C. The Clerk of Council shall notify each member of Council not later than 24 hours prior to the Council meeting and make a copy of the ordinance or resolution available as of that time.
- (2) *Passage of resolutions.* Resolutions shall be read in their entirety before Council unless such reading is waived by a majority of Council, in which case a synopsis will be presented and, after a properly seconded motion to accept and after discussion, voted upon. (See Sec. 220.01(h) Rule VIII-Motions.)

- (3) *Introduction of proposed ordinances.* Ordinances may be introduced by a reading of the title and a synopsis of the proposed ordinance. ~~Six copies of all ordinances being introduced shall be made available in their entirety for perusal by the public during the meeting. The Chair shall require their return to the Clerk at the close of the meeting for re-use at the hearing.~~ An ordinance shall be accepted for introduction after a majority vote on a properly seconded motion to accept for introduction and discussion. (See Sec. 220.01(h) Rule VIII-Motions.) After acceptance, the Chair shall establish a date for the public hearing.
- (4) *Public hearing on proposed ordinances.* ~~Six copies of the proposed ordinance shall be made available in their entirety for perusal by the public during the hearing.~~ After the opening of the hearing, the title and a synopsis shall be read. The Chair shall then call for questions of clarification of the proposed ordinance. Comments for the proposed ordinance and then comments opposed to the proposed ordinance, from the general public, shall be heard. Comments from Council shall be heard next. After Council comments, a motion for, against, or to take up the matter again at a future specified date, shall be in order. A seconded motion shall be voted upon as specified in Sec. 220.01(h)(5) Rule III and the Charter. The procedure described in this subsection shall apply to both regular and emergency ordinances.
- (5) *Emergency ordinances.* Emergency ordinances shall be accepted as described in subsection (g)(4) hereof.
- (h) *Rule VIII—Motions.* When a motion is made, it shall be restated by the Clerk before voting and shall be listed in the minutes of the Council. A motion shall not be withdrawn by the movant without the consent of Council if it has been seconded. Unless otherwise required by law, a motion shall be deemed passed if it receives the affirmative vote of a majority of the members present. Upon the Mayor's ordering of the roll call vote, it is the duty of every member who has an opinion on the question to express it by his or her vote, but he or she cannot be compelled to do so by any rule and may, therefore, abstain from voting.
- (i) ~~*Rule IX—Legislative proposals.* The Clerk shall keep a docket of legislative proposals referred to each of the standing committees. If Council is unable to agree upon the committee to which any particular legislative proposal should be referred, then the reference may be made by the Chair. References to committees shall be made only at regular or special Council meetings and a synopsis of the measure shall be read at the time of reference.~~
- (j) *Rule X—Miscellaneous.*
- (1) *Amending Council rules.* These rules may be amended or altered, or new rules may be adopted, by resolution, after review by the Governmental Affairs Committee and the Municipal Attorney.
- (2) *Enforcement of Council rules.* Any action taken by Council which is not in accordance with the Rules of Council shall be voided if a written protest is filed with the Clerk by any Council member within three days of the infraction. Such protest shall state the section(s) and paragraph(s) violated. The matter in question shall then be made the subject of a special meeting to be held not more than seven days after the date the protest was filed.
- (3) *Quorum.* A majority of all members elected to Council shall constitute a quorum. If a quorum is not present, the Chair may instruct the Sergeant-at-Arms to escort any unexcused member(s) in the City to the meeting.
- (4) *Election of the Deputy-Mayor.* No person shall be considered a candidate for the office of Deputy-Mayor until he or she has been nominated by a member ~~and a secret ballot has been taken.~~ No person shall be declared elected unless he or she receives a majority vote of Council. ~~The Clerk and the Mayor shall count the votes in the presence of Council. After the Mayor announces the winner, the ballots shall be destroyed. No entry of votes shall be entered into the minutes. Only the name of the winning~~

~~candidate shall be so entered.~~ If no one member receives a majority vote, a second ~~ballot vote~~ shall be taken, the candidates being limited to the two receiving the most votes on the first ~~ballot vote~~.

- (5) *Municipal Attorney.* The Municipal Attorney shall, when requested by the Mayor or a member of Council, give a verbal opinion on any question of law concerning Bellbrook Municipal affairs in open Council. If he or she deems the matter of greater importance, he or she may take a reasonable time to submit his or her opinion in writing. He or she shall be required to frame all ordinances into proper legal form. He or she shall not be required to draw any resolution, except upon a majority vote of Council.
- (6) *Sergeant-at-Arms.* The Police Chief or his or her duly appointed representative, when requested, may be called upon to maintain order at the discretion of the Chair.
- (7) *Return of documents.* Upon expiration of a Council member's term of office, he or she shall submit to the Clerk of Council the following documents, if he or she is not re-elected:
 - a. The Zoning Code;
 - b. The Comprehensive Plan;
 - c. The Municipal Code; and
 - d. Other City property.
- (8) *Temporary modification.* Council may temporarily modify these rules at any time by a majority vote of Council.

~~(9) —Motions to table. Motions to table, after being seconded, may be debated by members of Council. Each member shall be afforded the opportunity to speak and the Chair shall strictly limit such discussion to three minutes for each member.~~

After Council discussion, members from the audience may address the Chair, but must contain their comments to a three-minute time limit.

Discussion shall be limited to the question to table.

(Res. 77-M, passed 10-10-77; Res. 78-J, passed 3-13-78; Res. 80-T, passed 8-25-80; Res. 97-L, passed 10-13-97; Res. 2003-G, passed 3-17-03; Res. 80-4, passed 8-25-80; Ord. No. 2019-9, § 1, 4-22-2019)



CITY COUNCIL REGULAR MEETING AGENDA **Monday, March 28, 2022 at 7:00 PM**

15 East Franklin Street Bellbrook, Ohio 45305
T (937) 848-4666 | www.cityofbellbrook.org

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF THE MINUTES**
 - A. Approval of the March 14, 2022 meeting minutes.
- 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUESTS**
 - A. Chief Carmin Welcome and Introduction
 - B. Sugarcreek Township Trustee Carolyn Destefani will discuss and present the township's desire and work thus far to construct a Veterans Memorial.
- 6. CITIZEN COMMENTS**
- 7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**
- 8. PUBLIC HEARING OF PROPOSED ORDINANCES**
- 9. INTRODUCTIONS OF ORDINANCES**
- 10. ADOPTION OF RESOLUTIONS**
 - A. Resolution No. 2022-R-11 AUTHORIZING THE CITY MANAGER TO APPLY FOR THE GREENE COUNTY COMMUNITY INVESTMENT GRANT (Middlestetter)
- 11. OLD BUSINESS**
 - A. Discussion and review of amendments to Council Rules
- 12. NEW BUSINESS**
- 13. CITY MANAGER'S REPORT**
- 14. COMMITTEE REPORTS**
 - A. Safety Committee
 - B. Service Committee
 - C. Finance/Audit Committee
 - D. Community Affairs Committee
- 15. PUBLIC OFFICIAL COMMENTS**
- 16. EXECUTIVE SESSION**
- 17. ADJOURNMENT**



Request to Speak at a Public Meeting

NOTE: Request to Speak forms must be submitted no later than 5pm the day of the meeting. All others must be registered in person at the meeting.

City of Bellbrook

15 East Franklin Street
Bellbrook, Ohio 45305

T (937) 848-4666

F (937) 848-5190

www.cityofbellbrook.org

Citizens may make comments during the following times of the meeting:

- **Citizen Comments (non-agenda item topics)** - You may speak on any topic you wish to bring up following the Rules for Decorum for Citizen Participation
- **Citizens Registered to Speak on Agenda Items (comments about agenda-specific topics)** - You may speak during the discussion of the agenda item prior to any action being taken by the public body.

You will be called on to speak at the appropriate time of the agenda. Please provide your name and preferred contact information below for any follow up from the City.

Name:
Address:
Email:
Indicate the meeting which you are requesting to speak at:
Meeting Date:
Topic of Agenda Item on which you wish to speak:
Are you speaking as the legal or authorized representative of an organization or group? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide the name of your organization:
I understand I have 3 minutes and have read the Rules of Decorum (reverse side) for Citizen Participation: <input type="checkbox"/> Yes

The Rules of Decorum, this form, and meeting information including agendas is available at meetings.cityofbellbrook.org

RULES OF DECORUM FOR CITIZEN PARTICIPATION

In support of and respect for an open, fair, transparent, and informed decision-making process, the Bellbrook City Council recognizes:

- Civil, respectful, and courteous behavior are an important part of the democratic and decision-making process; and
- Uncivil discourse and/or discourteous and inappropriate behavior have a negative impact on the character and productivity of the decision-making process.
- To preserve the intent of open government and maintain a positive environment for citizen input and Council decision-making, the following Rules of Decorum have been established.

Compliance with these rules is expected and appreciated. The Rules of Decorum will be included in the agenda and will be referenced at the beginning of each council meeting and council work session by the presiding officer. Individuals wishing to speak at a public meeting are asked to follow these Rules of Decorum:

- All citizens may participate in the public meeting process.
- Register to speak prior to the meeting online (meetings.cityofbellbrook.org) or in person, giving the Request to Speak at Public Hearing Form to the Clerk prior to the start of the meeting.
- Be recognized by the Mayor or Presiding Officer
- Speak from the podium, state your name and address and always speak in a civil, non-argumentative and respectful manner.
- Limit comments to the registered topic or subject under discussion at current agenda item.
- The preferred time limit for comments is 3 minutes, although the limit can vary at the discretion of the Mayor or Presiding Officer.
- If a group wishes to address the City Council on the same subject, the Mayor or Presiding Officer may request that a spokesperson be chosen by the group.
- All remarks should be directed to the City Council as a body rather than to any particular Council member or any member of the staff or audience. Questions to Council or others will be facilitated by the Mayor or Presiding Officer.
- Speakers will be forbidden from making comments of a personal nature regarding others; shouting, yelling, or screaming, and/or language that is obscene or disruptive to the orderly process of the meeting.
- Speakers will not be allowed to make complaints, remarks, personal attacks or inflammatory comments against any public official or employee during a public meeting; rather, they will be referred to the proper complaint filing procedure, so their issue is addressed.
- Members of the audience will not be allowed to enter the public meeting discussion from their seats in the audience. If recognized by the Mayor or Presiding Officer, a citizen may only be allowed to speak at the podium.
- The Mayor or Presiding Officer is responsible for maintaining order and decorum and can have removed those who are disruptive or who violate these Rules of Decorum.

General Rules of Decorum for audience members not speaking at a public meeting include:

- Turn off or silence all mobile devices.
- Refrain from behavior that is inappropriate and/or disruptive.
- Refrain from private conversations during meetings.
- Come and go from the meeting space in the least disruptive manner possible.
- No campaign placards, banners or signs will be permitted in the City Council Chambers.