



UPDATED

BELLBROOK CITY COUNCIL AGENDA

April 12, 2021

City of Bellbrook

15 E. Franklin Street
Bellbrook, Ohio 45305

T (937) 848-4666

F (937) 848-5190

www.cityofbellbrook.org

REMOTE TELECONFERENCE MEETING**

Due to COVID-19, this meeting will be held via Zoom webinar teleconferencing. Live streaming of the meeting is available on the City's YouTube channel (Bellbrook City Hall).

Should any member of the public wish to speak they may do so by logging in to Zoom as an attendee following links at the end of this agenda. You may also submit comments by emailing the Clerk of Council at p.timmons@cityofbellbrook.org by 3 p.m. on 4/12/2021.

7:00 pm-Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Motion to change the order of business
5. Approval of the minutes of the March 22 Community Leaders Meeting and regular meeting
6. Mayor's Announcements and Special Guest
 - Oaths of Office
 - Mitchell Thompson, Planning Board
7. Public Hearing of Ordinances
 - **Ordinance 2021-4** An Ordinance Amending Ordinance 2021-4 to Adjust the City of Bellbrook Appropriations for 2021 (**Edwards**)

8. Introduction of Ordinances -none

Ordinances tabled for further review

9. New Business
 - 2021 Greene County Municipal Grant
 - Downtown Streetscape Proposals and Firm Recommendation (**Dodd**)
10. Resolutions
 - **Resolution 2021-I** A Resolution Approving the Consolidation of Lots 53 and 54 into a New Lot Labeled 53A of the Highview Terrace Subdivision, Section Three (**Greenwood**)

- **Resolution 2021-J** A Resolution to Make a Recommendation to the Court of Common Pleas for the Appointment of Incoming Bellbrook-Sugarcreek Park District Commissioner (**Middlestetter**)
- **Resolution 2021-K** A Resolution Authorizing the City Manager to Submit an Application for a Municipal Grant Through the Greene County Board of County Commissioners (**Edwards**)

11. Old Business
12. City Manager Report
13. Committee Reports
 - A. Service
 - B. Safety
 - C. Finance/Audit
 - D. Community Affairs
14. Clerk's Update
 - March Board Update
15. Open Discussion
16. Public Comment
17. **Adjournment**

Zoom Meeting Information

Webinar ID: 835 0249 1616

Password: 902860

Future Agenda Items (dates are subject to change)

- April 26 – First review of Article 14
- June 14 - Resolution of Necessity for General Fund Levy Renewal
- July 26 – Resolution to Proceed for General Fund Levy Renewal

Save the date for June 7th – Community Leaders Meeting hosted by Sugarcreek Township

RECORD OF PROCEEDINGS
Minutes of Community Leaders Meeting
March 22, 2021

Due to the COVID-19 pandemic the March 22, 2021 Community Leaders Meeting was conducted using Zoom's remote webinar platform.

PRESENT FROM BELLBROOK CITY COUNCIL:

TJ Hoke
Ernie Havens
Forrest Greenwood
Elaine Middlestetter
Nick Edwards
Mayor Mike Schweller
City Manager Melissa Dodd

ALSO PRESENT:

Sugarcreek Township Administrator Barry Tiffany
Sugarcreek Township Trustee Fred Cramer
Sugarcreek Township Trustee Carolyn Destefani
Sugarcreek Township Trustee Nadine Daugherty
School Superintendent Dr. Doug Cozad
School Board Member Virginia Slouffman
Parks Director Jeff Stewart
Parks Commissioner Michael Johnson

WELCOME

Mayor Schweller called the meeting to order at 5:30 pm.

BELLBROOK ROLL CALL

Mr. Hoke, yes; Mr. Havens, yes; Dr. Van Veldhuizen; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes.

UPDATES

Each entity presented updates on their latest activities.

- City of Bellbrook: 2021 city goals, code review, Community Improvement Corporation, levy need, safety improvements, Little Sugarcreek Road repair plan, and downtown streetscape design.

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- Sugarcreek Township: park plans for 105 acres on Upper Bellbrook Road, development planned across Clys Road from Five Seasons, grant request for pathways moving west, possible ODNR grant for bridge Little Sugarcreek Road at Feedwire, new ladder truck purchased, no levies in 2021, and Community Clean-Up Day April 10.
- Bellbrook Sugarcreek School System: return to full-time in-person classes, fall and winter sports programs had full seasons, band, music, and choir programs, prom April 17, graduation May 15, emergency 7-year levy on May 4 ballot, and this year's test scores are similar to last year.
- Bellbrook Sugarcreek Parks District: music in the park every Friday night April 23 through September, arbor day pine seedlings to be given away, full schedule of summer programs for children, wildflower hikes in April, monthly movie nights return, purchased the Keiter property next to Magee Park, added pickleball courts, Brookeville pool property will be demolished and renovated to align with the Five Rivers Metropark trails, expansion bridge and mini-amphitheater added to Morris Reserve, and a new commissioner must be chosen in May.

ADJOURNMENT

The Mayor adjourned the meeting at 6:30 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
March 22, 2021

Due to the COVID-19 pandemic the March 22, 2021 City Council Meeting was conducted using Zoom's remote webinar platform.

PRESENT: TJ Hoke
Ernie Havens
Forrest Greenwood
Elaine Middlestetter
Nick Edwards
Mayor Mike Schweller

ALSO PRESENT: City Manager Melissa Dodd, Planning and Zoning Administrator Jessica Hansen

REGULAR MEETING

Mayor Schweller called the regular meeting to order at 7:00 pm.

ROLL CALL

Mr. Hoke, yes; Mr. Havens, yes; Dr. Van Veldhuizen; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes.

APPROVAL OF MINUTES

Mayor Schweller asked if anyone had any comments or corrections to the minutes of March 8. Hearing none he declared the minutes approved.

MAYOR'S ANNOUNCEMENTS

- Oaths of Office

Tim Tuttle was sworn in as a member of the Planning Board for a term of five years.

- Planning and Zoning Annual Report – Jessica Hansen Planning and Zoning Assistant

Mrs. Hansen began the presentation with a chart comparing the number of permits requested for the past three years. There were 65.2 percent more permit requests in 2020 than in 2019. The increase was seen by other local municipalities. This was even more surprising since the price of

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Minutes of Bellbrook City Council Regular Meeting

March 22, 2021

lumber jumped in June through September. She also presented a break down of the fees collected by type of permit. The most common variance requested was for oversized garages.

The City's boards and commissions met more times in 2020 than the past two years. This is partially due to the boards review of the Zoning Code and Property Maintenance Code. It also increased due to the number of variance requests received.

Mrs. Hansen showed the break down of the types of property maintenance and grass violations. Thirty-eight of the violations were resolved but 12 which were not resolved by the end of the year. Violations were an area which did not receive as much attention due to the number of permit requests.

Review and updates to the Zoning Code have been a priority. Some of these have already completed the process of review by staff, boards, legal, and City Council. Many more are in process and will be coming to Council in 2021.

The City received four applications for special flood hazard area (SFHA) permits. The new FEMA Flood Plain maps will tentatively receive final approval June 28, 2021. FEMA will send letters to all affected property owners in the coming months.

New residential construction included six houses in Highview Terrace and two in Winterhaven. The average house size is 2,631 square feet. The number of new businesses requesting compliance permits was down with the COVID-19 pandemic likely being the cause.

Mrs. Hansen listed the other miscellaneous tasks that were completed in 2020 including organizing map files, filing permit applications, and working on the 2020 Census Complete Count Committee.

Mayor Schweller thanked Mrs. Hansen for the informative report. He asked that she track the properties in Bellbrook that will be affected by the Flood Map changes. There is a link on Bellbrook's web page to the new FEMA maps.

PUBLIC HEARING OF ORDINANCES - none

INTRODUCTION OF ORDINANCES

RECORD OF PROCEEDINGS
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Mr. Edwards read **Ordinance 2021-4 An Ordinance Amending Ordinance 2021-3 to Adjust the City of Bellbrook Appropriations for 2021.**

The City Manager explained the two line items that were added. The first is \$12,950 for the engineering work to create the estimates for the sidewalk and cross walk connections. The second is \$18,000 under the motor vehicle fund also known as the permissive tax fund which encompasses five of Bellbrook's streets including Little Sugarcreek Road. This additional money will be used for the additional borings needed on the road to complete the study.

Mr. Edwards made a motion to introduce **Ordinance 2021-4 An Ordinance Amending Ordinance 2021-3 to Adjust the City of Bellbrook Appropriations for 2021.** Dr. Van Veldhuizen seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Dr. Van Veldhuizen; Mr. Hoke, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

RESOLUTIONS - none

OLD BUSINESS

- **General Fund Levy Renewal**

The City Manager presented the process and timeline for placing the 1.3 mil renewal levy on the November 2021 ballot. There are a number of resolutions that will come before Council to complete the process by the August 4 deadline for the November 2 ballot.

Mayor Schweller asked if there will be a levy committee created to facilitate communications including signage and such. Mrs. Dodd answered that she will look at the information from the last levy and reach out to those who served previously.

NEW BUSINESS

- **American Rescue Plan Funding**

Mrs. Dodd explained that we are in the very early stages of this latest governmental plan. On March 11 President Biden enacted this plan to assist Americans affected by the COVID-19 pandemic similar to the CARES Act in 2020. As with the CARES Act the details have not been supplied immediately. We will

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have to wait to learn more. The National League of Cities created a spreadsheet containing a range of how much each municipality could be eligible for. The Township has not been included at this time. According to the spreadsheet Bellbrook could receive between 1.3 and 1.6 million dollars. The money would be sent in two waves, the first of which is expected 60 days after the signing of the bill and the second would be one year after. The money must be spent by the end of 2024. The U.S. Treasury Department will be supplying the guidelines for uses of the money. The broad categories include:

1. Responding to the public health emergency.
2. Response to essential workers including premium pay and grants to employers with essential workers.
3. Revenue replacement. Bellbrook did not have any major gaps in revenue since we are not reliant on income tax.
4. Necessary investments in water, sewer, or broadband infrastructure.

- **Bellbrook Sugarcreek Parks District Commissioner Opening**

Mrs. Dodd announced that there will be an opening on the Parks Board. This happens each year as there are three Commissioners who serve for three-year terms. One person is from the City, one from the Township, and the final person can be from either. Each year there will be one position to fill. This year the seat can be filled by either a City or a Township resident. To conduct the process the City Manager and one Council member will participate. Last year it was Mr. Havens and he shared that it is important for the person attend all of the interviews. Mrs. Middlestetter said she was interested in serving this year. Mr. Edwards nominated Mrs. Middlestetter and Mayor Schweller seconded it. There were no other nominations.

CITY MANAGER REPORT

Mrs. Dodd thanked Mrs. Hansen for the Planning and Zoning Annual Report.

- City buildings will reopen to the public on Monday, April 5 at 8:30 am. City staff have largely been operating as normal with a few staff working from home part time. Those staff will all return to the office full time. We do plan to remain flexible in accommodating work from home for staff who are able at times.

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- The annual Water Quality Report is complete and on our website. It is important to note that this is the tenth straight year of no water rate increases!
- The Fire and Police Departments received Lexipol Gold level recognition for 2020. Each year the Lexipol Connect Customer Recognition Program recognizes agencies for excellence in policy maintenance and training. Both the Bellbrook Police and Fire Departments received this recognition! Congratulations to those departments!
- The April 2021 newsletter is at the printer and will hit mailboxes around April first.
- The Brook Mills 10k and Be Well Bellbrook events have set for Saturday, August 21st. We are monitoring the pandemic as it relates to events but are hopeful these will be able to happen. Registration for the Brook Mills 10k will open on April 5, 2021 at www.brookmills10k.com.
- The Farmers Market will return in June on the second and fourth Saturdays of each month from 9am-12pm at the city building parking lot again. This year it will be headed up by Bellbrook By Design.
- The 2020 financial statements are still being compiled; however, audit testing was mostly completed the week of the 8th. All went very well. The auditors will likely have to return for one more day after the financial statements are filed to test some items but the bulk of the audit is complete.

Dr. Van Veldhuizen asked when Council will return to meeting in person in the City Building. Mrs. Dodd explained that the system used to record and transmit the meetings to cable crashed in December. It has been determined that it cannot be repaired. A meeting is scheduled on April 1 to discuss the replacement plan. Council will be updated when this will be complete. In the meantime, Zoom will have to be used. Everyone expressed that they have missed Louis Schatzberg the camera operator. The state extended the allowance for virtual meetings through the end of June 2021.

COMMITTEE REPORTS

Service – Mr. Greenwood reported that asphalt is now available so the Service Department has started patching holes. They are also making after-winter repairs to water mains and yards. Residents are encouraged to contact the Service Department concerning potholes.

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Safety – Mr. Hoke had no items from Safety but wanted to comment on how he received a survey after the Fire Department made a run to his house due to a possible gas leak. He thanked Chief Bizzarro for his diligence in sending these out.

Finance – none

Community Affairs – none

CLERK'S REPORT

Mrs. Timmons had no items to share. Mayor Schweller asked when the update of Article 14 will come before Council. The Clerk answered that it was sent to the Municipal Attorney on January 22. It is very lengthy, so the date is not known.

COMMENTS

Mr. Greenwood reported that at the last Regional Planning meeting there was a discussion about the dangers of texting while driving. They are looking at ways of curbing this activity. There will also be a lot of road projects taking place around the area this summer making him think that Council should consider roads in our area that could be future issues such as Wilmington Pike and Centerville Station Road. He also shared information with Council about a large solar energy project being considered in the county. Greene County Regional Planning is gathering citizen opinions. The Clerk emailed information about the project to all Council members.

Mr. Havens thanked Mrs. Hansen for the Planning and Zoning Report. He reported that Greene County Regional Planning has information about a new development in Sugarcreek Township on Clio Road across from Five Seasons. He shared with them that Bellbrook is very concerned with where runoff from the new community would be directed. Mayor Schweller agreed that the city needs to keep an eye on the plans for the development.

Mr. Hoke shared that Sugarcreek Township is hosting a community clean up day on April 10. He plans to reach out to Service Director Pasley on the topic.

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Dr. Van Veldhuizen thanked Council for excusing him from the last meeting as he was out of town for work. He watched the meeting on YouTube. He added that he found the Community Leaders Meeting that occurred before the Council meeting valuable. He also looks forward to more information on this new COVID-19 money and hopes we can create some lasting change like was done last time. He hopes that we can again support the efforts of the Community Resource Center.

Mr. Edwards congratulated the Wright State women's basketball team who just won their first ever tournament game against Arkansas.

Mayor Schweller echoed the comments about the Community Leaders Meeting being very productive as there is so much going on in our area. Mr. Greenwood asked if everyone thought it would be beneficial to meet with the Township more often. Mr. Havens agreed. He relayed that at a Chamber of Commerce meeting he discovered that the Township was considering creating a veteran's memorial. He informed them that Bellbrook already has one and suggested the Township consider adding to the existing one.

The Mayor also expressed his appreciation of Mrs. Hansen's report commenting that he had not known how much had been done in 2020.

PUBLIC COMMENT – none

ADJOURNMENTS

The Mayor announced that there was no further business and adjourned the meeting at 8:07 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 2021-4

April 12, 2021

City of Bellbrook

Ordinance No. 2021-4

An Ordinance Amending Ordinance 2021-4 to Adjust the City of Bellbrook Appropriations for 2021.

WHEREAS, the City of Bellbrook adopted the 2021 annual budget based on the best information available at the time; and

WHEREAS, additional costs will occur in some line which requires the amendment of various appropriation levels.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That the 2021 appropriation levels in several of the funds listed below be amended as follows:

		Personnel	Other		Amended
	2021	Services	Expenses	Total	2021
Fund	Appropriations	Revisions	Revisions	Revisions	Appropriations
General Fund:					
-Legislative	\$ 83,648	\$ -	\$ -	\$ -	\$ 83,648
-Administrative	\$ 899,996	\$ -	\$ -	\$ -	\$ 899,996
-Library	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
-Museum	\$ 19,728	\$ -	\$ -	\$ -	\$ 19,728
-Community Environment	\$ 60,529	\$ -	\$ -	\$ -	\$ 60,529
Total General Fund	\$ 1,065,901	\$ -	\$ -	\$ -	\$ 1,065,901
Police Fund	\$ 1,858,190	\$ -	\$ -	\$ -	\$ 1,858,190
Police Pension Fund	\$ 60,590	\$ -	\$ -	\$ -	\$ 60,590
Fire Fund	\$ 1,506,121	\$ -	\$ -	\$ -	\$ 1,506,121
Street Fund	\$ 464,564	\$ -	\$ 12,950	\$ 12,950	\$ 477,514
State Highway Fund	\$ 19,750	\$ -	\$ -	\$ -	\$ 19,750
Motor Vehicle Fund	\$ 13,850	\$ -	\$ 18,000	\$ 18,000	\$ 31,850
Coronavirus Relief Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel System Fund	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200
Waste Fund	\$ 483,500	\$ -	\$ -	\$ -	\$ 483,500
Water Fund	\$ 1,590,918	\$ -	\$ -	\$ -	\$ 1,590,918
Capital Improvement Fund	\$ 335,500	\$ -	\$ -	\$ -	\$ 335,500
Performance Bond Fund	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Grand Total - All Funds	\$ 7,415,084	\$ -	\$ 30,950	\$ 30,950	\$ 7,446,034

RECORD OF ORDINANCES

Ordinance No. 2021-4

April 12, 2021

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

Section 3. This ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____ day of _____, 2021

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

APPROVED AS TO FORM:
Stephen M. McHugh, Municipal Attorney



Purpose

The purpose of this program is to provide financial assistance to jurisdictions for the development of sites and infrastructure designed to attract and sustain businesses. Ideal grant requests will better position jurisdictions to compete for development projects at both state and local levels.

This program is a replacement to the Municipal Grant program and will act as a supplement to the Economic Development Incentive Program (EDIP) program.

The Greene County Commissioners' Grant program reallocates approximately \$500,000 allotted for the Municipal Grant program, and up to 50% of the annual \$500,000 allotted for the EDIP Grant program (for a total of \$750,000 annually), to assist jurisdictions in the form of grants for strategic economic development projects to include: road extensions, due-diligence studies, utility extensions, speculative construction and municipal fiber.

Grants may also be awarded for community-based projects which improve the quality of life for residents such as parks, shared spaces and “main-street”/down-town improvements.

About this Program

- Open-enrollment throughout the year. No restrictions on amounts awarded.
- Projects will be graded by the Department of Development staff (ROI metrics, grading rubric). The Community Improvement Corporation (CIC) will then recommend projects to the Board of County Commissioners (BOCC) for approval.
- Grants will be given upfront, in a single disbursement.
- A jurisdiction may only apply for one grant application at a time.
- Once an award has been issued, jurisdictions have 12 months to verify that the money has been encumbered for the intended purpose and 24 months to spend it. Clawbacks may be initiated for non-performance.
- Jurisdictions may apply for grants from this program on an annual basis.
- Funds left over at the end of the calendar year may be divided amongst the remaining municipalities who did not receive grant funds. The distribution formula will be determined based on the dollars available and will be at the discretion of the BOCC.

Eligible Projects

- Utility improvements/extensions
- Municipal fiber
- Due-diligence studies
- Speculative construction
- Main street/down-town improvements
- Public-space improvements
- Demolition/site development

Project Tiers

While not all-encompassing, the below tiers indicate maximum spending amounts for various types of projects.

1. Up to \$20,000 for due-diligence and development studies/plans
2. Up to \$100,000 for main-street projects
3. Up to \$200,000 for demolition/site development
4. \$200,000 and up for infrastructure/utility improvement

Project Ranking

Projects will be scored by Department of Development staff based on the following criteria:

- Would this project improve the quality of life (jobs, recreation and sense of community) for residents?
- Does this project have letters of support from community and/or business leaders?
- Does this project have the potential to spin-off future economic development projects?
- Would this project diversify the economic base of the jurisdiction (provide new types of jobs and/or businesses)?
- How long would this project benefit the jurisdiction and the county?
- Is the application complete?
- Does the project have matching funds?

Other factors such as the expected impact that the project will have on the jurisdiction and the project narrative will also be taken into consideration.

Application Process

Applications will be accepted throughout the year until funds are depleted. Projects will be reviewed by Department of Development staff and the Community Improvement Corporation (CIC) before final approval by the BOCC.

SUBMIT COMPLETED APPLICATION WITH ALL INFORMATION AND ATTACHMENTS TO:

Greene County Department of Development

Attn: Eric Henry, Director

61 Greene St.

Xenia, OH 45385

Phone: (937) 562-5007

Email: ehenry@co.greene.oh.us



To: City Council
From: Melissa Dodd, City Manager
Date: April 9, 2021
Subject: Downtown Streetscape Proposals and Firm Recommendation

Overview

As part of the 2021 City Goals, the Community Affairs Committee has been tasked with Goal 5 (a) (ii) – Downtown Improvements – Streetscape Design and Implementation. The Committee met to review a Request for Proposals/Qualifications that was modeled after one issued this year by the City of Loveland. A final draft was agreed upon and issued on February 19, 2021. The due date for proposals was March 19, 2021.

Proposals Received

We received eight proposals from firms by the deadline. The proposals ranged widely in fees from \$24,825 being the lowest and \$85,710 being the highest. Hard copy and electronic proposals were delivered to all committee members and reviewed by the four of us.

Proposal Evaluation Criteria

Each proposal was evaluated based on the criteria from the RFP/RFP. There were five categories in which to be evaluated on and are as follows:

- Qualifications of Vendor – 15%
- Qualifications of Personnel – 15%
- Related Experience – 20%
- Reasonableness of Price – 25%
- Completeness of Proposal – 25%

Top Firms

I thoroughly reviewed all the proposals and scored them based on the above criteria and with a maximum score of 100. Two proposals were tied for the top score of 95. Those firms were KZF which was the lowest in price and Kleingers Group. The Committee focused on these two top firms during their committee meeting which took place on April 5, 2021. It was determined that even though KZF was the lowest in cost, their experience was not as focused on downtown streetscape projects as Kleingers. The Kleingers proposal came in at \$35,500 or \$10,675 more than KZF. Kleingers also stood out due to their personalization of the proposal which showed they visited the community for research prior to their submission and took

time to go above and beyond in their proposal. This attention to detail, in addition to their experience with similar projects made their firm really stand out. We felt that although the price for the Kleinger plan was higher, it was a much stronger proposal backed with more experience and we were confident in them developing a solid plan for us moving forward.

Recommendation

For the reasons listed above, we would like to recommend to City Council selecting Kleingers Group and entering into contract with them for the development of our Downtown Streetscape Plan.

Recommended Firm Proposal Link

Due to the size of the proposal, it is being linked here for your review:

<https://www.dropbox.com/s/si6c9thsnrlr7ke/Kleingers%20response.pdf?dl=0>

References

I reached out to all six references listed which included neighbors Beaver Creek and Kettering. I heard back from four of the references who spoke very highly of the firm and the lead project manager. They all spoke very highly of the lead project manager Lynne and her communication skills with diverse groups of people. All four indicated that they kept working with Kleingers on multiple projects after the first experience was so positive. I have no reason to believe based on the proposal coupled with the references that they would not provide us with a good plan and experience creating it.

Next Steps

If Council is in support of moving forward with the recommended firm, I will reach out to enter into a contract with them. We will then begin with their outlined project approach which is split into five phases and will take approximately six months to complete.

Funding Options

This project would be eligible for community grant funds from the Greene County Department of Development. To make a competitive application we need to provide a match. I recommend that we ask for 75% grant funds (\$26,625) and provide a 25% match (\$8,875) if we use this project as our application this year. The match would be sourced from the General Fund. I have already been working on the application submission and if Council is prepared to move forward in this way, I will submit the application immediately. The first review of applications is taking place on April 22nd so we are within the timeline to be able to be considered.

RECORD OF RESOLUTIONS

Resolution No. 2021-I

April 12, 2021

City of Bellbrook

Resolution No. 2021-I

A Resolution Approving the Consolidation of Lots 53 and 54 into a New Lot Labeled 53A of the Highview Terrace Subdivision, Section Three.

WHEREAS, the Ohio Revised Code sets forth the City of Bellbrook Planning Board as the designated municipal platting authority; and

WHEREAS, the requested plat meets the requirements of the City of Bellbrook Zoning Code and Subdivision Regulations; and

WHEREAS, the Bellbrook Planning Board has recommended approval of the consolidation of lots 53 and 54 into a new lot labeled 53A of the Highview Terrace Subdivision, Section Three at their March 18, 2021 meeting; and

WHEREAS, the City of Bellbrook Subdivision Regulations stipulate that changes to a recorded plat shall be approved by action of the Bellbrook City Council.

Now, Therefore, the City of Bellbrook Hereby Resolves:

Section 1. That the consolidation of lots 53 and 54 into new lot 53A of the Highview Terrace Subdivision, Section 4 is hereby approved for recording purposes.

Section 2. That the Mayor and Clerk of Council are authorized to affix their signatures to the revised record plan.

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

Michael W. Schweller, Mayor

ATTEST:

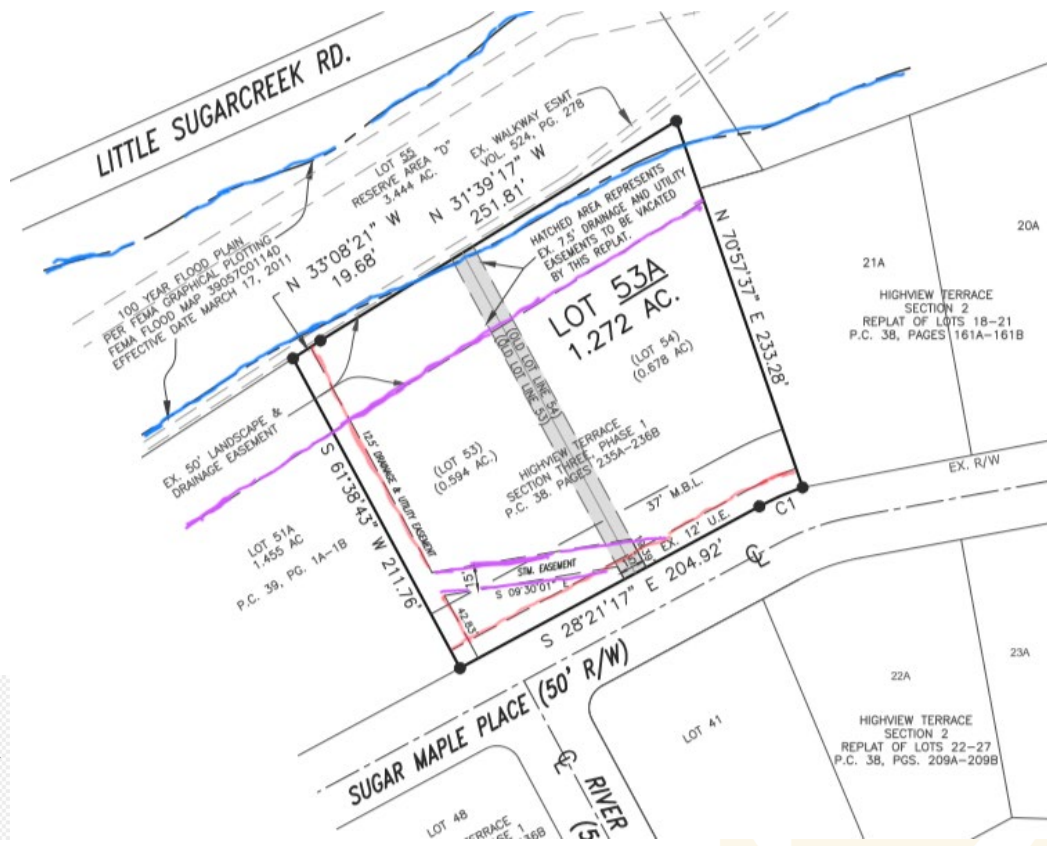
Pamela Timmons, Clerk of Council

To: Planning Board
 From: Jessica Hansen, Planning & Zoning Assistant
 Date: March 15, 2021
 Subject: Staff Report Re-plat- Highview Terrace Sec. Three Phase One Re-plat of Lots 53 & 54 into Lot 53A

Summary

Lots 53 and 54 in Highview Terrace along Sugar Maple Place would be combined allowing the owner to place a structure more central between the two parcels.

The re-plat also proposes to vacate the existing 15 feet of drainage and utility easements that existed between the two lots. Additionally, a drainage and utility easement will be established on the southern side of the property at 12.5 feet in size.



Red = Utility Easements, Blue = Flood Plain, Purple = Storm Water/Drainage

Applicant Information:

- **Applicant Name:** Brumbaugh Engineering & Surveying, Matthew Heis

- **Owner:** Brian Wentzel
- **Property Owner Address:** 1923 and 1915 Sugar Maple Place

Location:



The property is located where directly across from the intersection of River Birch Drive and Sugar Maple Place in the City of Bellbrook.

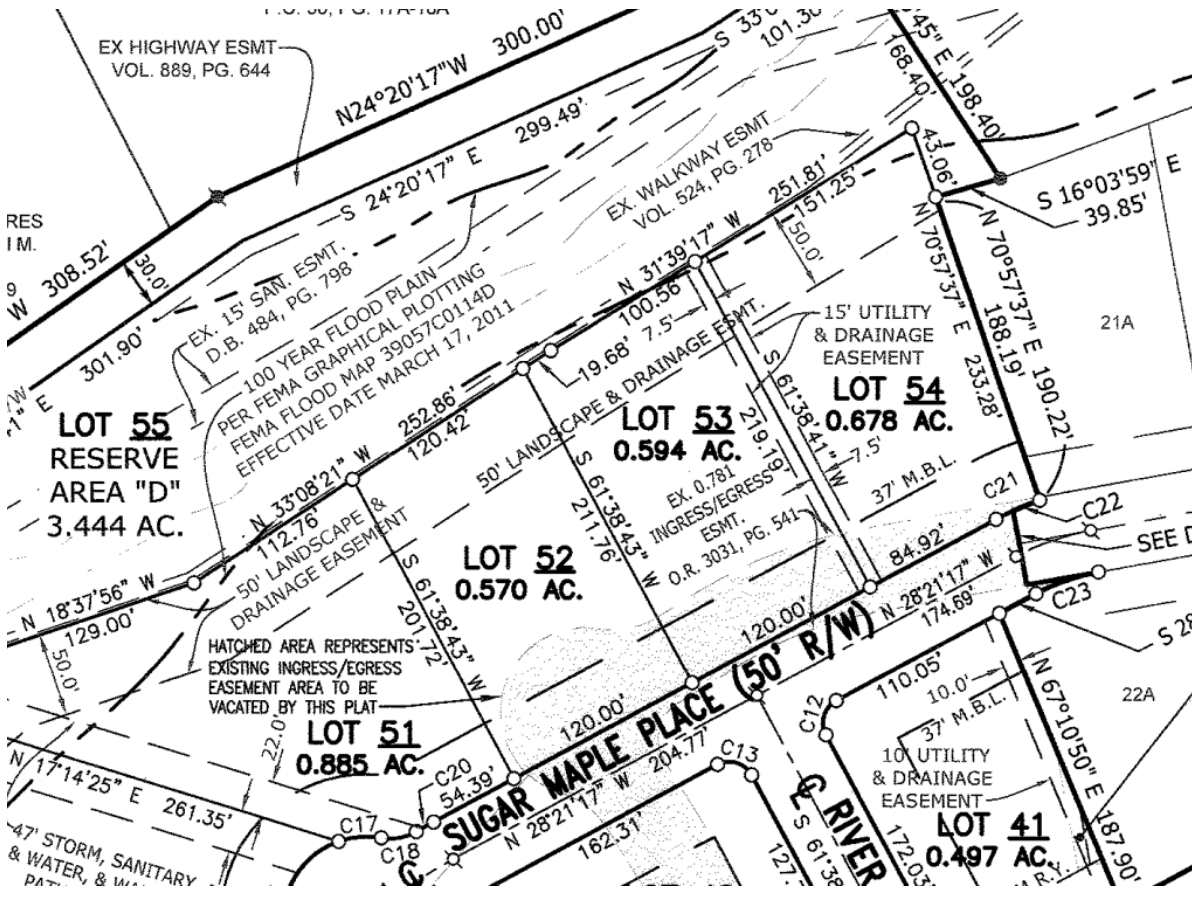
Zoning:

Planned Unit Residential: *Planned Development zoning is of a substantially different character than other types of zoning.*

(2) To recognize to the problems of population density, distribution and circulation and to allow a deviation from rigid established patterns of land uses, while maintaining control through the application of defined policies and procedures.

Recorded Easements: 50' Landscape & Drainage Easement along the western side of the property and a 15' Utility and Drainage Easement located centrally between lot 53 and 54.

Proposed Easements: 12.5 Drainage & Utility Easement along the southern side of the property and a 15-foot storm easement that runs diagonally from the southern side of the property until it intersects the center of the parcel.



Request Information/Discussion: The proposed re-plot is to allow the owner to build centrally between the two parcels. It would vacate the storm sewer easement and establish a new one along the southern side of the property. Staff sees no issues in moving forward with the proposed re-plot.

1923 and 1915 Sugar maple place



CITY OF BELLBROOK

SUBDIVISION

LOT SPLIT/COMBINATION

15 EAST FRANKLIN STREET, BELLBROOK, OHIO 45305

(937) 848-4666 WWW.CITYOFBELLBROOK.ORG

DATE RECEIVED <u>3/12/2021</u>	STAFF USE	APPLICATION # <u>RP 21-01</u>
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APPLICANT INFORMATION

NAME OF SUBDIVISION HIGHVIEW TERRACE SECTION THREE, PHASE ONE SECTION, TOWN, RANGE, 2, 2, 6

LOCATION CITY OF BELLBROOK, GREENE COUNTY, STATE OF OHIO ^{PLAT C.A.B.} DEED BOOK No. 38 PG. 235A-236B

SUBDIVIDER NAME BRIAN WENTZEL PHONE 610-763-1839 NUMBER

ADDRESS(SUBDIVIDER) 1381 HIGHLAND LANE

EMAIL(SUBDIVIDER) brianwentzel@yahoo.com

NAME OF ENGINEER/SURVEYOR BRUMBAUGH ENGINEERING + SURVEYING PHONE NUMBER 937-698-3000

ADDRESS(ENG./SUR.) 2270 S. MIAMI ST. WEST MILTON, OH 45383

EMAIL(ENG./SUR.) JOHN@BES-ENGINEER.COM

REQUEST INFORMATION

NUMBER OF LOTS 2 ARE THERE PUBLIC UTILITIES? GAS YES ELECTRIC YES WATER YES

SANITARY SEWER YES STORM SEWER YES

IS THERE AREA IN THE FLOOD PLAIN? ON THE WEST EDGE OF PROPERTY PER EXISTING RECORDED PLAN,
WHICH IS CONTAINED WITHIN A 50' L.A. + DRAINAGE EASEMENT.

IS THE AREA SUBJECT TO PERIODIC FLOODING? NO

IS THERE A FEDERAL LAND PROGRAM INVOLVED? NO

PROPOSED USE OF SPLIT/COMBINATION COMBINE TWO EXISTING LOTS INTO ONE NEW LOT (LOTS 53+54).

OTHER COMMENTS _____

I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS GIVEN ON THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT COMPLETING THIS APPLICATION DOES NOT GRANT APPROVAL OF THE PROPOSED LOT SPLIT AND/OR COMBINATION, I UNDERSTAND THAT IT IS THE DUTY OF THE PLANNING BOARD AND CITY COUNCIL TO DO SO.

OWNER/ENGINEER SIGNATURE Brian Wentzel ^{email} (brian.wentzel@yahoo.com) DATE 03/09/21

OFFICE USE ONLY		
FEE \$ <u>150.00</u>	PAYMENT TYPE CASH <input type="checkbox"/> CHECK <input checked="" type="checkbox"/> # <u>2052</u>	REVIEW AUTHORITY COUNCIL <input checked="" type="checkbox"/> PB <input checked="" type="checkbox"/>
FIRE DEPT APPROVAL <input type="checkbox"/>	SERVICE DEPT APPROVAL <input type="checkbox"/>	POLICE DEPT APPROVAL <input type="checkbox"/>
APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/>	STAFF SIGNATURE _____	DATE ____/____/____
APPROVED-CONDITIONS <input type="checkbox"/>		

DEDICATION

WE, THE UNDERSIGNED, BEING ALL THE OWNERS AND LIENHOLDERS OF THE LANDS HEREIN PLATTED, DO HEREBY VOLUNTARILY CONSENT TO THE EXECUTION OF SAID PLAT AS SHOWN HEREON, AND DO DEDICATE EASEMENTS AS SHOWN HEREON TO THE PUBLIC USE FOREVER. EASEMENTS SHOWN ON THE WITHIN PLAT ARE RESERVED FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, REPLACEMENT OR REMOVAL OF WATER, GAS, SEWER, ELECTRIC, TELEPHONE OR OTHER UTILITIES OR SERVICES, AND FOR THE EXPRESS PRIVILEGE OF REMOVING ANY AND ALL TREES OR OTHER OBSTRUCTIONS TO THE FREE USE OF SAID UTILITIES AND FOR THE PROVIDING OF INGRESS AND EGRESS TO THE PROPERTY FOR SAID PURPOSES, AND ARE TO BE MAINTAINED AS SUCH FOREVER.

SIGNED AND ACKNOWLEDGED _____ OWNER LOTS 53 AND 54

IN THE PRESENCE OF:

WITNESS _____ BY: BRIAN PAUL WENTZEL

WITNESS _____ BY: SHELLY RUSTAGI

STATE OF OHIO, S.S.:

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME

THIS _____ DAY OF _____, 20____, BY BRIAN PAUL WENTZEL AND SHELLY RUSTAGI.

NOTARY PUBLIC _____

STATE OF OHIO, S.S.: BRIAN PAUL WENTZEL AND SHELLY RUSTAGI, BEING DULY SWORN, SAYS THAT ALL PERSONS AND CORPORATIONS TO THE BEST OF THEIR KNOWLEDGE INTERESTED IN THIS DEDICATION, EITHER AS OWNERS OR LIENHOLDERS, HAVE UNITED IN ITS EXECUTION.

BRIAN PAUL WENTZEL _____ SHELLY RUSTAGI

SWORN TO AND SIGNED IN MY PRESENCE ON THIS _____ DAY OF _____, 20____.

NOTARY PUBLIC _____

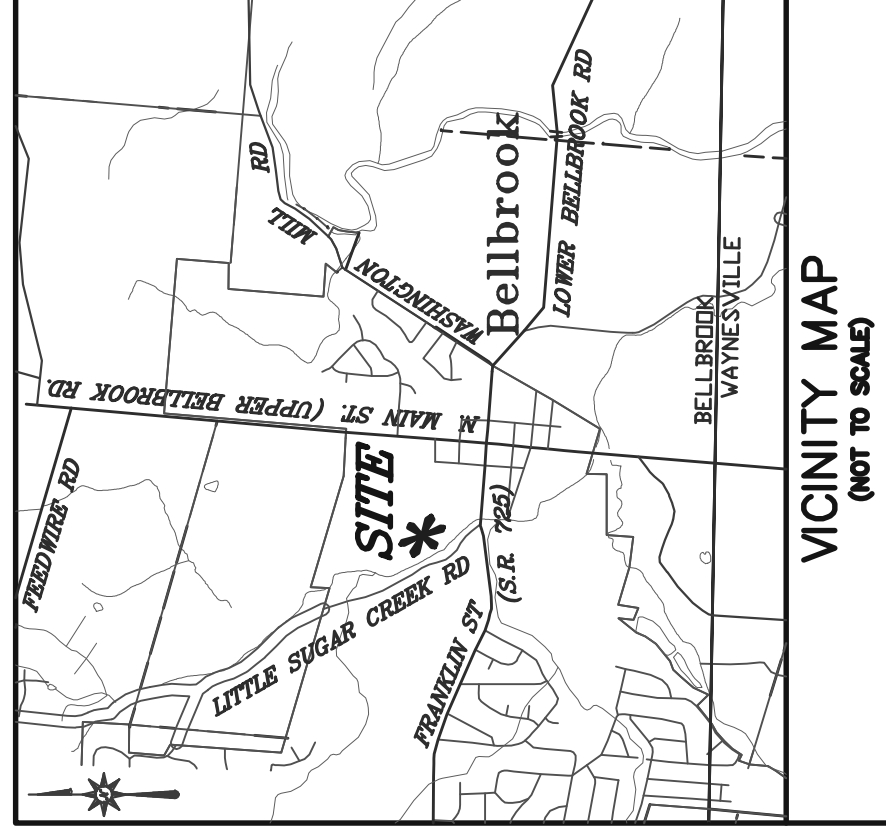
**HIGHVIEW TERRACE
SECTION THREE PHASE ONE
RE-PLAT OF LOTS 53 AND 54
INTO LOT 53A**

FOR
BRIAN PAUL WENTZEL AND SHELLY RUSTAGI
LOCATED IN

SECTION 2, TOWN 2, RANGE 6 MRS
CITY OF BELLBROOK
GREENE COUNTY, OHIO
1.272 ACRES
FEBRUARY 24, 2021

DESCRIPTION

THE WITHIN RE-PLAT IS A SUBDIVISION CONTAINING 1.272 ACRES AND BEING ALL OF LOTS 53 AND 54 AS RECORDED IN HIGHVIEW TERRACE SECTION THREE PHASE ONE PLAT CABINET 38, PAGES 235A-236B AS ACQUIRED BY BRIAN PAUL WENTZEL AND SHELLY RUSTAGI THROUGH INSTRUMENTS RECORDED IN 2019-009528 AND 2020-010468 OF THE DEED RECORDS OF GREENE COUNTY, OHIO.



BELLBROOK PLANNING BOARD:

CHAIRMAN _____ SECRETARY _____

BELLBROOK COUNCIL:

MAYOR _____ CLERK OF COUNCIL _____

GREENE COUNTY AUDITOR:

WE HEREBY APPROVE AND ACCEPT THIS PLAT AND RECOMMEND THAT THE SAME BE RECORDED SUBJECT TO THE INCLUDED AGREEMENTS.

SIGNED THIS _____ DAY OF _____, 20____,
TRANSFERRED THIS _____ DAY OF _____, 20____.

GREENE COUNTY AUDITOR _____

GREENE COUNTY RECORDER:

FILE NO. _____ PLAT CABINET VOL. _____ PAGES _____
FEE: _____ RECEIVED FOR RECORD THIS _____ DAY OF _____, 20____ AT _____ M.
RECORDED THIS _____ DAY OF _____, 20____.

GREENE COUNTY RECORDER _____

CERTIFICATION
I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THIS PLAT REPRESENTS A FIELD SURVEY OF JUNE, 2020 PERFORMED UNDER THE DIRECT SUPERVISION OF JOHN J. BRUMBAUGH AND THE MONUMENTS, THEIR LOCATION, SIZE & MATERIAL SHOWN HEREON EXIST AS LOCATED OR WILL BE SET AS INDICATED, ALL DIMENSIONAL DETAILS ARE BELIEVED CORRECT AND THAT THE SUBDIVISION RULES FOR THE CITY OF BELLBROOK, OHIO HAVE BEEN COMPLIED WITH.

JOHN J. BRUMBAUGH, P.S. _____ DATE _____
OHIO LICENSE NO. 8218 _____

BES JOB NO. 381.20

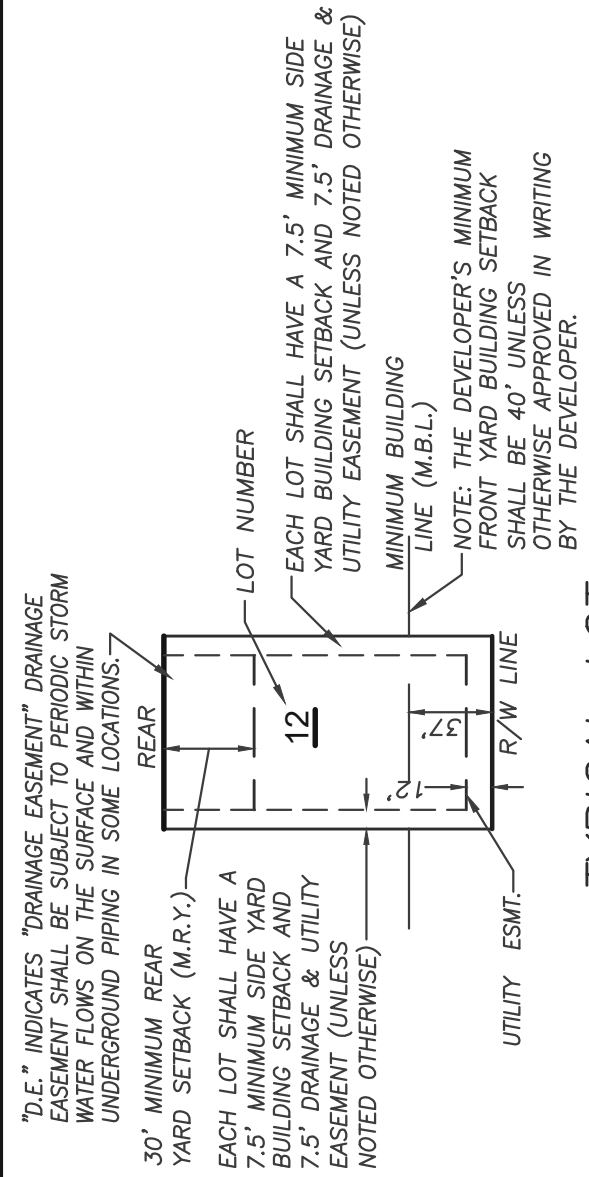


2270 SOUTH MIAMI STREET
WEST MILTON, OHIO 45383
PHONE: (937) 698-3000
FAX: (937) 698-3928

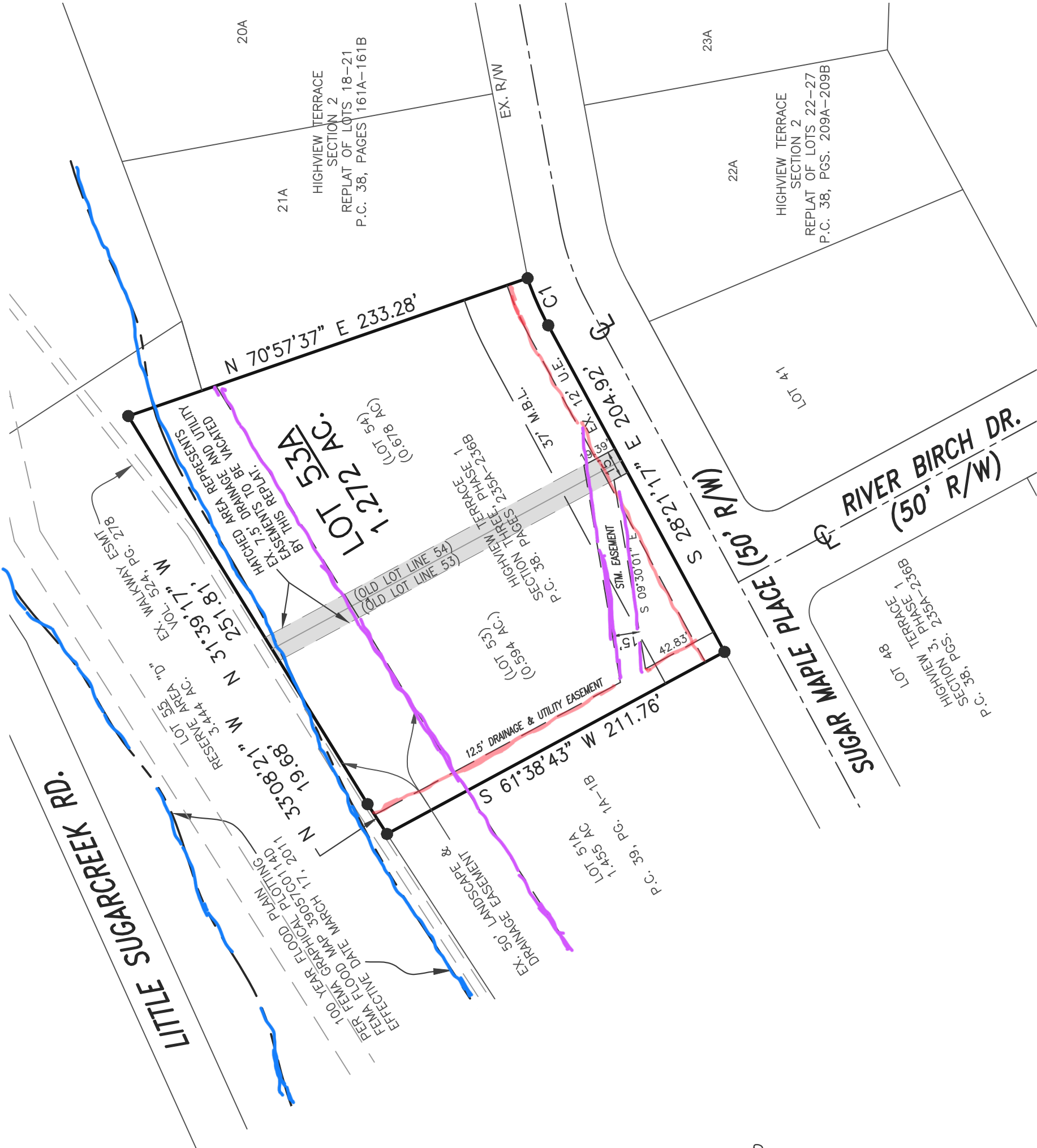
PAGE 1 OF 2

HIGHVIEW TERRACE SECTION THREE PHASE ONE RE-PLAT OF LOTS 53 AND 54 INTO LOT 53A

FOR
BRIAN PAUL WENTZEL AND SHELLY RUSTAGI
LOCATED IN
SECTION 2, TOWN 2, RANGE 6 MRS
CITY OF BELLBROOK
GREENE COUNTY, OHIO
1.272 ACRES
FEBRUARY 24, 2021

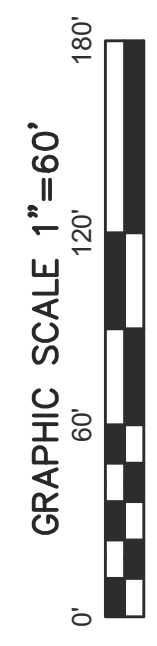


TYPICAL LOT



LEGEND

- 30" X 5/8" OD IRON PIN (SET) WITH YELLOW PLASTIC CAP STAMPED "BRUMBAUGH E&S"
 - 5/8" IRON PIN FOUND
- ALL MONUMENTS FOUND ARE IN GOOD CONDITION UNLESS OTHERWISE NOTED.



BASIS OF BEARING:

BASIS OF BEARING IS THE NORTH LINE OF CLEMENS DEVELOPMENT COMPANY, INC. 60.069 ACRE TRACT AS RECORDED, IN. O.R. 2372 PAGE 672 BEING N 71°00'45" W

NOTES:

1. LOT 53A SHALL BE KNOWN OR DESCRIBED AS RESIDENTIAL LOT.
2. MAINTENANCE OF ALL AREAS DESIGNATED AS DRAINAGE EASEMENTS, WALKING PATH EASEMENTS, AND LANDSCAPE EASEMENTS SHALL BE THE RESPONSIBILITY OF THE HOMEOWNER'S ASSOCIATION. MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE COLLECTIVE HOMEOWNERS IF SAID ASSOCIATION BE DISSOLVED.
3. ANY LOT AREA RESERVED FOR DRAINAGE PURPOSES, SHALL AT ALL TIMES BE KEPT FREE OF ANY OBSTRUCTIONS TO THE FLOW OF WATER. NO IMPROVEMENTS, STRUCTURES OR MODIFICATIONS WITHIN THE IDENTIFIED DRAINAGE EASEMENT ARE WILL BE ALLOWED WITHOUT THE APPROVAL OF THE CITY OF BELLBROOK'S ENGINEER. MAINTENANCE OF THE DRAINAGE EASEMENT AREA, STORMWATER MANAGEMENT CONTROL FACILITY(IES), AND DRAINAGE AREAS SHALL BE THE RESPONSIBILITY OF THE INDIVIDUAL OWNER(S) OF THE LOT OR LAND/HOMEOWNERS ASSOCIATION, WHICHEVER IS APPLICABLE, ON WHICH THESE FACILITIES AND/OR DRAINAGE AREAS ARE LOCATED.

FLOOD PLAIN NOTE:

PARTS OF LOT #53A LIE WITHIN THE 100 YEAR FLOODPLAIN AS SHOWN ON FEMA MAP PANEL 39057C00114D. DEVELOPMENT OR MODIFICATION OF ANY LOT WITHIN THE 100 YEAR FLOODPLAIN SHALL REQUIRE COMPLIANCE WITH THE FLOOD DAMAGE PROTECTION ORDINANCE. ANY AREA DESIGNATED FOR THE NATURAL FLOW OF SURFACE WATER SHALL BE AT ALL TIMES BE KEPT FREE AND CLEAR FROM ANY OBSTRUCTION TO SUCH NATURAL FLOW. IN NO CASE SHALL ANY IMPROVEMENT, ALTERATION OR CONSTRUCTION UPON SUCH DESIGNATED AREA BE MADE WITHOUT THE APPROVAL OF THE CITY OF BELLBROOK.

CURVE DATA

CURVE ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	28.45'	175.00'	9°18'53" S	23°41'50" E 28.42'

BES JOB NO. 381.20

**BRUMBAUGH
ENGINEERING &
SURVEYING, LLC**

2270 SOUTH MIAMI STREET
WEST MILTON, OHIO 45383
PHONE: (937) 698-3000
FAX: (937) 698-3928

PAGE 2 OF 2

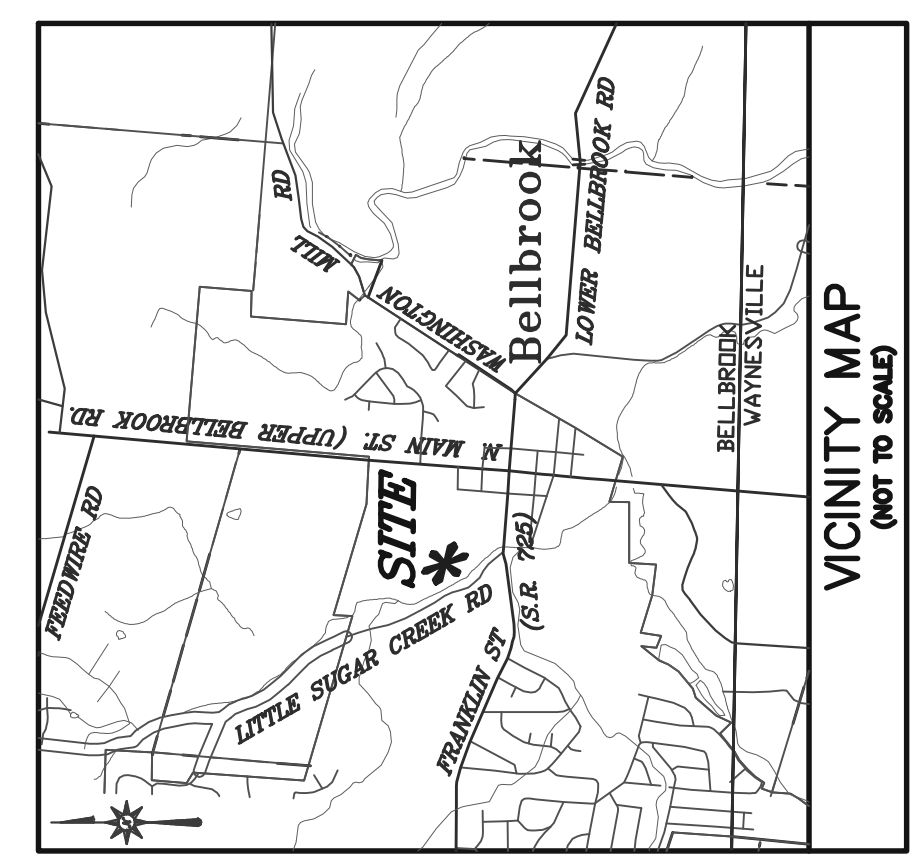
GENERAL NOTES

- ALL ROAD WORK AND STORM DRAINAGE CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF CITY OF BELLBROOK CONSTRUCTION AND MATERIAL SPECIFICATIONS. THE CITY ENGINEER SHALL BE NOTIFIED OF ANY DEVIATIONS FROM THE SPECIFICATIONS. THE CITY ENGINEER'S APPROVAL IS REQUIRED FOR ANY DEVIATIONS. TRANSPORTATION, CONSTRUCTION AND MATERIAL SPECIFICATIONS SHALL APPLY.
- CONTRACTOR SHALL FIELD VERIFY ALL EXISTING UNDERGROUND UTILITIES.
- FORTY-EIGHT (48) HOURS BEFORE DIGGING IS TO COMMENCE, THE CONTRACTOR SHALL NOTIFY THE FOLLOWING AGENCIES: THE OHIO UTILITIES PROTECTION SERVICE (OUPS) AT 1-800-362-2764; THE GREENE COUNTY SANITARY ENGINEERING DEPARTMENT AT (937) 562-7450, AND ALL OTHER AGENCIES WHICH MIGHT HAVE UNDERGROUND UTILITIES INVOLVING THIS PROJECT AND ARE NON-MEMBERS OF OUPS.
- ALL METHODS, MATERIALS AND WORK FOR STORMWATER RUNOFF AND SEDIMENT CONTROL SHALL BE SUBJECT TO INSPECTION AND APPROVED BY THE CITY OF BELLBROOK INSPECTOR.
- ALL TRENCH EXCAVATION WITHIN EXISTING RIGHT OF WAY OR NEW STREET RIGHT OF WAY SHALL BE BACKFILLED WITH GRANULAR FILL MATERIAL (ITEM 310) IN ACCORDANCE WITH CITY OF BELLBROOK SPECIFICATIONS AND COMPACTED BEFORE SUBGRADE APPROVAL. ALL TRENCH EXCAVATION WITHIN THE EXISTING RIGHT OF WAY OR EXISTING PAVED STREET SHALL CONFORM TO CITY OF BELLBROOK TRENCH RESTORATION DETAIL.

STORM SEWER NOTES

- ALL STORMWATER PIPING SHALL BE REINFORCED CONCRETE PIPE ASTM C-76 CLASS IV, UNLESS OTHERWISE SHOWN.
- ALL CATCH BASINS WITH GRADE-TYPE LIDS SHALL BE BICYCLE SAFE.
- SEE TRENCH DETAILS FOR BACKFILL REQUIREMENTS.
- MATERIALS SHALL CONFORM TO THE FOLLOWING:
REINFORCED CONCRETE PIPE CONFORMING TO ASTM C-76
REINFORCED CONCRETE PIPE JOINTS CONFORMING TO ASTM C-443
PVC PIPE CONFORMING TO ASTM D-3034, D-3034, D-3212
A-2000 PIPE JOINTS CONFORMING TO ASTM F-949
PERMA-LOC OR ULTRA RIB PIPE JOINTS CONFORMING TO ASTM F-794 AND AASHTO M304
ADMS N12 WITH BELL JOINTS
ALL EXISTING MANHOLES AND CATCH BASINS SHALL BE COINED.
- ALL STORM MANHOLE CASTINGS SHALL BE NEENAH K-1767 WITH 4 HOLE VENTED LIDS.
- ALL CATCH BASIN LATERALS SHALL BE REINFORCED CONCRETE CULVERT PIPE ASTM SPECIFICATION C-76, C1-4, AT 1.00% MINIMUM SLOPE, UNLESS OTHERWISE SHOWN.
- ALL CATCH BASINS TO MEET GREENE COUNTY STANDARDS AND ARE TO BE TYPE 3A, UNLESS OTHERWISE SHOWN.

PLAN NORTH



BRUMBAUGH & ENGINEERING, LLC
 2270 SOUTH MIAMI STREET
 WEST MILTON, OHIO 45383
 PHONE: (937) 698-3000
 FAX: (937) 698-3282
 EMAIL: john@bes-engineer.com

REGISTERED ENGINEER OF OHIO
 NO. 63257
 JOHN J. BRUMBAUGH

DATE: 2/24/2021
 PROJECT NO.: 381.20
 DRAWN BY: GS
 DESIGNED BY: SRF
 CHECKED BY: JJB
 REVISIONS:

1.	
2.	
3.	
4.	
5.	
6.	
7.	

STORM RELOCATION PLAN & PROFILE
 FOR
BRIAN WENTZEL
 LOCATED AT
 1381 HIGHLAND LANE
 HIGHWAY TERRACE, SECTION TWO,
 CITY OF BELLBROOK, GREENE COUNTY, OHIO.

REPLAT OF LOTS 53 AND 54 INTO LOT 53A

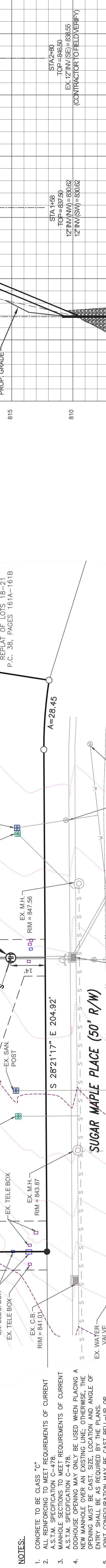
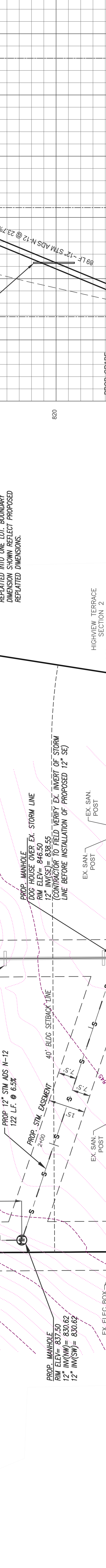
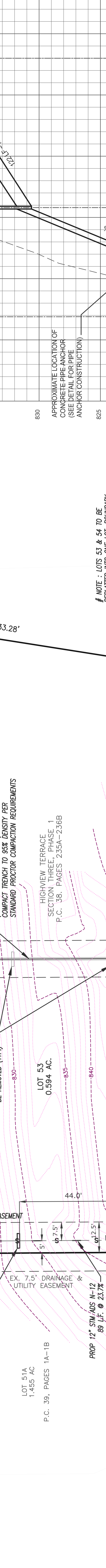
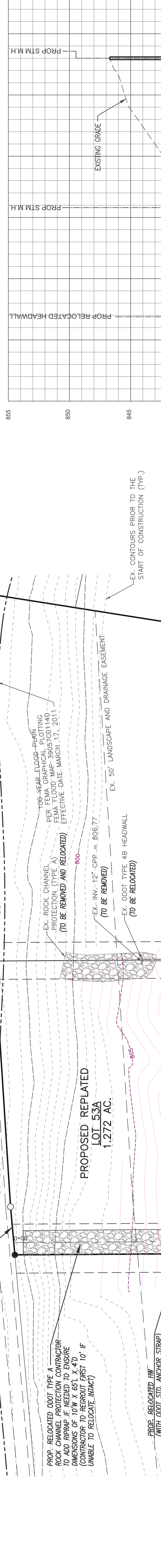
STORM PROFILE

CONCRETE PIPE ANCHOR DETAIL

TYPICAL TRENCH DETAIL

PRECAST CONCRETE MANHOLE DOGHOUSE BASE

FOR AGENCY REVIEW
 2-24-2021



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STORM PROFILE

NOTE: CONTRACTOR TO MAINTAIN A MINIMUM OF 15' OF COVER ABOVE PIPE FOR MIN. OF 4' FROM CENTERLINE IN EACH DIRECTION. TOTAL AT ALL TIMES AND TAKE MEASURES TO ENSURE FILL OVER PIPE WILL NOT SLIDE OFF.

CONCRETE PIPE ANCHOR DETAIL

NOTE: CONCRETE ANCHORS TO BE INSTALLED IMMEDIATELY AFTER PIPE IS IN PLACE. 2. CONCRETE SHALL HAVE A 28 DAY COMPRESSIVE STRENGTH OF 4000 PSI. AND 2" TO 4" SLUMP.

TYPICAL TRENCH DETAIL

NOTE: CONTRACTOR TO HAVE THE TRENCH OPTION INSTALLED 50 IN DEEP TO THE DEPTH OF BACKFILL DUE TO DEPTH OF BACKFILL.

PRECAST CONCRETE MANHOLE DOGHOUSE BASE

FOR SIZE OF OPENING (SEE NOTE 6)

FOR AGENCY REVIEW
 2-24-2021

RECORD OF RESOLUTIONS

Resolution No. 2021-J

April 12, 2021

City of Bellbrook

Resolution No. 2021-J

A Resolution to Make a Recommendation to the Court of Common Pleas for the Appointment of a Bellbrook-Sugarcreek Park District Commissioner.

WHEREAS, the City of Bellbrook, Sugarcreek Township and the Bellbrook Sugarcreek Park District entered into a Memorandum of Understanding, (MOU), in May of 2020, providing clear guidelines for the appointment of members to the Bellbrook Sugarcreek Park District Board of Commissioners beginning with the 2020 appointment and each year thereafter; and

WHEREAS, in accordance with the terms of the MOU, the parties advertised for interested candidates and received four (4) candidates for the Court appointed position; and,

WHEREAS, also in accordance with the terms of the MOU, representatives from each of the jurisdictions participated in interviews of the candidates on April 6-7, 2021; and,

WHEREAS, at the conclusion of the interviews, the members present from the parties concluded that Mr. Randy Tischer was the best candidate to endorse for consideration of the Court to reappoint to the upcoming term of Commissioner for the Bellbrook Sugarcreek Park District.

Now, Therefore, the City of Bellbrook Hereby Resolves:

Section 1. That City Council for the City of Bellbrook does hereby concur with the consensus of the interviewing parties and recommends to the Court of Common Pleas for Greene County to appoint Mr. Randy Tischer to the incoming term of Commissioner for the Bellbrook Sugarcreek Park District with an appointment date of May 10, 2021.

Section 2. That the City Manager is hereby directed to provide a copy of this Resolution to Sugarcreek Township, the Bellbrook Sugarcreek Park District, and the Court of Common Pleas for Greene County.

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

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

RECORD OF RESOLUTIONS

Resolution No. 2021-K

April 12, 2021

City of Bellbrook

Resolution No. 2021-K

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR A MUNICIPAL GRANT THROUGH THE GREENE COUNTY BOARD OF COUNTY COMMISSIONERS.

WHEREAS, the City of Bellbrook has adopted its Comprehensive Plan which outlines the interest in enhancing the downtown area to promote walkability, pedestrian access, and safety; and

WHEREAS, the City of Bellbrook has issued a Request for Proposals and Qualifications to solicit proposals from firms to create a Downtown Streetscape Design Plan to accomplish the aforementioned goal of the City's Comprehensive Plan; and

WHEREAS, the City of Bellbrook reviewed the proposals and have selected The Kleingers Group. to complete the Downtown Streetscape Design Plan for \$35,500; and

WHEREAS, the City of Bellbrook wishes to commit a match of 25% toward the project costs or \$8,875, and

WHEREAS, the City of Bellbrook wishes to submit the Downtown Streetscape Design Plan to the Board of County Commissioners for application for the 2021 Municipal Grant for the remaining 75% of the project costs or \$25,125.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. The City Manager is hereby authorized to submit an application to the Board of County Commissioners for the Downtown Streetscape Design Plan Project as detailed above.

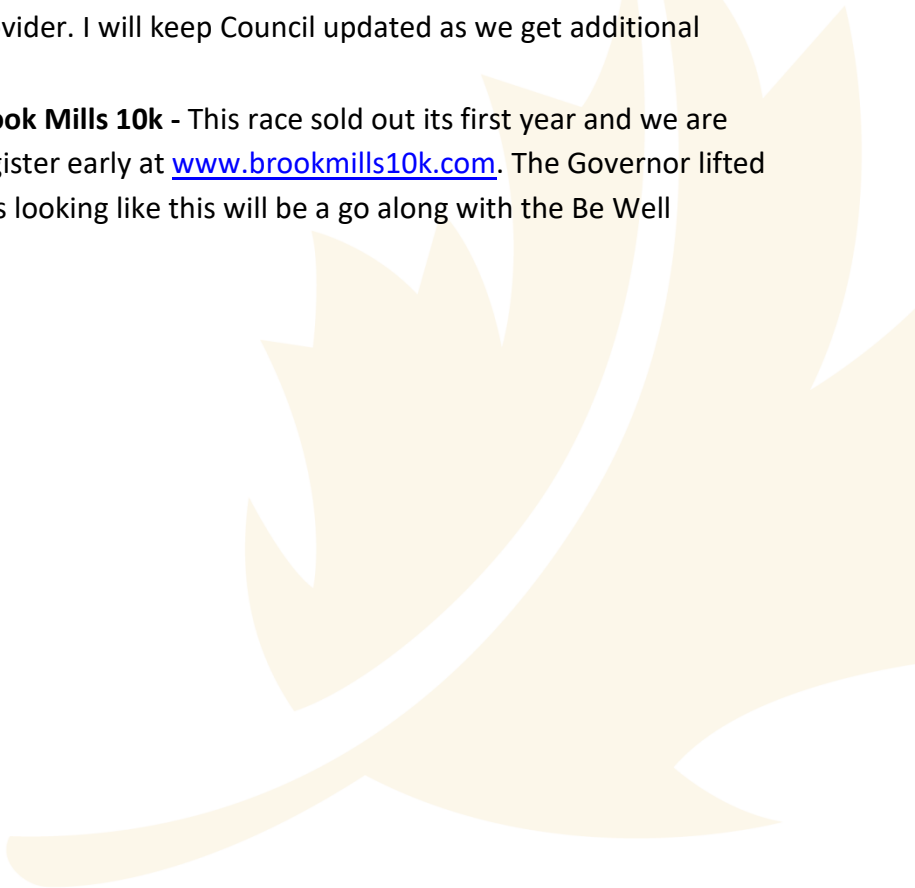
Section 2. That this resolution shall take effect and be in force immediately upon adoption.

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

To: Mayor & City Council
From: Melissa Dodd, City Manager
Date: April 9, 2021
Subject: City Manager Update

- **Reopening of City Buildings** – All City buildings reopened to the public on Monday, April 5 at 8:30 am. Folks wishing to do business with the City are still encouraged to do so remotely when possible.
 - **Little Sugarcreek Borings** – The additional borings on Little Sugarcreek Road occurred the week of March 29th. The geotechnical engineers were on site for two days. The full report of findings is set to be delivered at the end of April.
 - **Sidewalk/Crosswalk/Traffic Signal Upgrades** – Ryan and I met with LJB who is working on the design and estimates for the additional sidewalks and crosswalk upgrades. They will have the final design and estimates complete later this month.
 - **Bellbrook TV Update** – Pam and I met with Lt. Nartker who has been tasked with keeping Bellbrook TV up and running. We reviewed the proposal and are continuing to get a full estimate of costs. The estimate for the equipment is \$15,992.03 but we will need to also move the equipment from Station 1 to the City building which will likely require an additional cost for the fiber connection to the cable provider. I will keep Council updated as we get additional information.
 - **Registration is now open for the Brook Mills 10k** - This race sold out its first year and we are hopeful it will again so be sure to register early at www.brookmills10k.com. The Governor lifted restrictions on outdoor events so it is looking like this will be a go along with the Be Well Bellbrook event.
- 



March Board Updates

- **Planning Board**
 - Met March 18
 - Replat 21-01 Highview Terrace Lost 53 and 54
 - Topics Covered:
 - 18.05 Accessory Structures approved
- **BZA/PRC**
 - No March Meeting
- **VRB**
 - No March Meeting