

# City of Trotwood

3035 Olive Road  
Trotwood, Ohio 45426  
937-837-7771  
[www.trotwood.org](http://www.trotwood.org)



## Meeting Minutes

**Monday, July 18, 2016**

**6:00 PM**

**Workshop Meeting 6:00 pm / Special Meeting will follow**

**T-M Schools Board of Education Meeting Chambers  
3594 N. Snyder Road  
Trotwood, OH 45426**

### **City Council Workshop Meeting**

*Mayor Mary A. McDonald  
Vice Mayor Bettye L. Gales  
Councilmember Rap Hankins  
Councilmember Ron Vaughn  
Councilmember Rhonda C. Finley  
Councilmember Robert Kelley, Jr.  
Councilmember Scotty A. Sly, Sr.*

*Sandra L. Riege Fuller, Clerk of Council*

**I. Call to Order - Mayor Mary A. McDonald**

Mayor McDonald called the meeting to order at 6:30 pm.

**II. Pledge of Allegiance****III. Roll Call: Clerk of Council**

This was approved

**Present:** 7 - Mayor Mary A. McDonald, Vice Mayor Bettye L. Gales, Councilmember Rhonda C. Finley, Councilmember Robert L. Kelley Jr., Councilmember Rap Hankins, Councilmember Charles Ron Vaughn and Councilmember Scotty A. Sly Sr.

**IV. Motion to Approve Workshop & Special Meeting Agenda**

Mayor McDonald requested a motion to approve workshop and special meeting agenda. A motion to approve was made by Mr. Hankins and seconded by Mr. Sly, Sr. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

**V. Motion to Open the Workshop Meeting**

Mayor McDonald requested a motion to open the workshop meeting. A motion to open the meeting was made by Mrs. Finley and seconded by Mr. Vaughn. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

**VI. Special Presentations and Recognitions**

A. [PR036-16](#) Economic Development Second Quarter Update

Attachments: [CIC Quarterly Report- July 2016](#)

Mr. Fred Burkhardt CIC Executive Director reported on the Economic Development second quarter report. Trotwood Community Improvement Corporation mission to identify and take advantage of: 1) emerging economic trends and opportunities, 2) develop a financial base and reserves, 3) implement programming to encourage locally grown new companies, and 4) be prepared to seize the initiative when opportunities present themselves. Trotwood has a place in today's economy with new development opportunities already in place, such as, Korrek Plumbing, Arena, Dialysis, Marathon, and John Anthony's. Adoption of policies and procedures are needed. Three policies have been implemented for housing development: Residential Home Buyer Policy, Socially Responsible Developer Policy, and a Tax Foreclosure Policy. Commercial & Industrial development procedures also have been implemented to include project intake forms, ED/GE grant packets, along with commercial demographic profile information for potential customers to utilize. The funding for some projects require some incentive actions from the State of Ohio known as the HUB Zone, Enterprise Zoning and CRA, are all tools we can use. Small businesses in our city have the potential for growth and can apply for planning grants with the our staff assistance. Another goal is to reduce the number of vacant & abandoned residential and multi-family properties to convert into owner occupied, rehabilitate duplexes and multi-family properties, all with the objective to assist citizens with ownership. Commercial & industrial properties objectives are to concentrate on the Salem Avenue Corridor and Olde Town area to determine the types of development that is unique. Chad Downing from Project West will update council on the housing investments to our city. Twenty properties went through the process of rehabilitation purchase so far this year - investment total to date is \$48,600.00. Total TCIC housing sales \$312,850.00, rehab investment of \$458,200.00. Mr. Burkhardt is anticipates an increase of growth potential with TCIC. Right now they have ten submittal pending for commercial businesses at 1 Modern Way, a 300,000 sq. ft. prospect at Consumer Square and three others. A residential lot in Sycamore Woods sold for \$5,000.00 plus the owner purchase a \$13,000.00 lot next door. One letter of interest for Sears building and one for Target Store is in process. TCIC is moving forward to increase the number of residential properties coming into the program from 4 to 10. Marketing packages are now completed. Customer online software will be implemented soon. Quarterly workshops and business newsletters will be forthcoming in the near future. Councilwoman Finley suggested we have an employment job fair in the future for our existing businesses. Anyone interested in properties can go to our two web sites [www.trotwoodcic.org](http://www.trotwoodcic.org) or [www.trotwood.now.com](http://www.trotwood.now.com) for more information.

**B. [PR037-16](#) 2016 Budget Report**

Attachments: [Semi Annual July 18, 2016 Budget Update Presentation](#)

Finance Director Chris Peeples presented the semi annual 2016 budget report. The general fund provides funding services for police, financial, administration, enterprise fund, and other necessary public services we provide. The city does not provide fire services from our general fund. His goal is to concentrate on the general fund to increase our revenues. Revenues for first six months, comparing 2015 to 2016, the general fund is ahead 7%. 54% percent of the collections have been collected to date. Service funds are all over the map this year due to the timing of revenue intake. The 2016 budget as a whole is exceeding our expectations. A large source of property tax collections we have noticed people are paying their taxes at a more current rate and on time. The largest source of income of income tax collections are at 58.12% of projected revenues for the first six months. The 1st half expenses in 2016 totals \$3,471,454 which is 5.88% lower than 2015. Fire Protection fund had a big expense for the EMT rechassis of \$91,000.00. Total budget to date we are expenses are keep down to 50% or lower. His main goal is to get our cash balance to a six month reserve. General Fund beginning cash balance is 2015 was \$623,000; 2016 was \$592,000; and his projection for 2017 is estimated at \$614,000.00.

**C. [PR039-16](#) State of Ohio Substitute House Bill Number 523**

Attachments: [PR039-16MEDICAL MARIJUANA](#)  
[Ohio Senate Bill 523 Medical Marijuana](#)

Deputy City Manager Stephanie Kellum briefed council on HB523 referred to as the "medical marijuana bill" with the potential impact of cultivation, processing and dispensing of medial marijuana. Effective on September 8th this HB will be available in the State of Ohio with certain conditions governing the use. Ohio Department of Commerce and the Ohio Board of Pharmacy will control the issuance of licenses for administering to the Medical Marijuana Control Program within one year of the effective date of the law. They will be fully operational within two (2) years adopting rules regarding the standard and procedures for the registration of patients and caregiver to purchase at retail dispensaries. Trotwood City Council plans are to develop a policy in reference to this House Bill at a later date.

**IX. Motion to Approve the Consent Agenda**

Mayor McDonald requested a motion to approve the consent agenda. A motion was made by Mr. Hankins and seconded by Vice Mayor Gales. Roll call resulted in the following vote:

Aye: 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

**VII. Motion to Close the Workshop Meeting**

Mayor McDonald requested a motion to close the workshop meeting. A motion was made by Mr. Hankins and seconded by Vice Mayor Gales. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

**VIII. Motion to Open the Special Meeting**

Mayor McDonald requested a motion to open the special meeting. A motion was made by Mr. Hankins and seconded by Mr. Kelley, Jr. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

**Motion to approve the Consent Agenda**

Mayor McDonald requested to motion to approve the consent agenda. A motion was made by Mr. Hankins and seconded by Mr. Sly, Sr. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley, Councilmember Kelley Jr., Councilmember Hankins, Councilmember Vaughn and Councilmember Sly Sr.

- D. [16-53](#) Motion to request Law Director to draft legislation and to set a Public Hearing for an amended or new ordinance covering the use of a hand held speed camera and laser measuring device.

Attachments: [SB 342 Final Analysis.pdf](#)

This Staff Report was read and filed

- E. 16-55 Motion to have the Law Director draft an Ordinance to regulate the cultivation, processing and retail dispensing of medical marijuana and declaring an emergency.

This Staff Report was read and filed

**X. Resolutions**

**F. [R16-65](#)**

A RESOLUTION BY THE TROTWOOD CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE  
AGREEMENT WITH AMERICAN TOWERS, LLC FOR A  
COMMUNICATIONS FACILITY

**Attachments:**     [R16-65 Resolution American Cell Tower Lease Agreement 7-18-16](#)  
                              [R16-65 American Cell Tower Lease Agreement](#)

The Clerk read the caption. City Manager said this cell tower request is from American Towers LLC to construct a new tower on city vacant land at the corner of North Snyder Road and Brookstone on 20.3 acres on city owned land. Terms of this agreement are for monthly installments of \$1,500.00 for five years to be paid with a renewal option. Our zoning regulations encourage co-location. Upkeep of the tower site will be the responsibility of American Tower and not the city. Mayor McDonald requested a motion for R16-65. A motion was made by Mr. Hankins to approve R16-65 and it was seconded by Vice Mayor Gales. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley,  
Councilmember Kelley Jr., Councilmember Hankins, Councilmember  
Vaughn and Councilmember Sly Sr.

**XI. Motion to Adjourn Special Meeting**

Mayor McDonald granted Councilman Hankins special privilege to speak on a different subject matter. He participated in a webinar sponsored by the National League of Cities in reference to Police Relations and Equal Rights now being discussed throughout the nation. Police Chief Eric Wilson said the police standards we follow have been implemented for many years now. Their department has received their CELEA certification with excellence utilizing the best practices also already in place. Overall from the feedback he's received from the Trotwood citizens, they are very happy with our police department. Mayor McDonald requested a motion to adjourn the meeting. A motion was made by Mr. Hankins and seconded Mr. Sly, Sr. at 7:33 p.m. Roll call resulted in the following vote:

**Aye:** 7 - Mayor McDonald, Vice Mayor Gales, Councilmember Finley,  
Councilmember Kelley Jr., Councilmember Hankins, Councilmember  
Vaughn and Councilmember Sly Sr.